

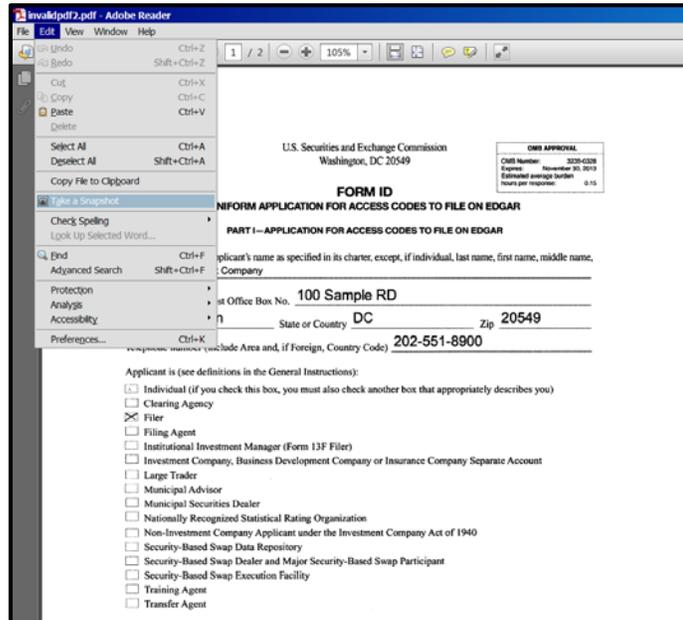
Quick Reference Guide to Saving the Authentication Document as a PDF File in Adobe Reader

Created by Filer Technical Support

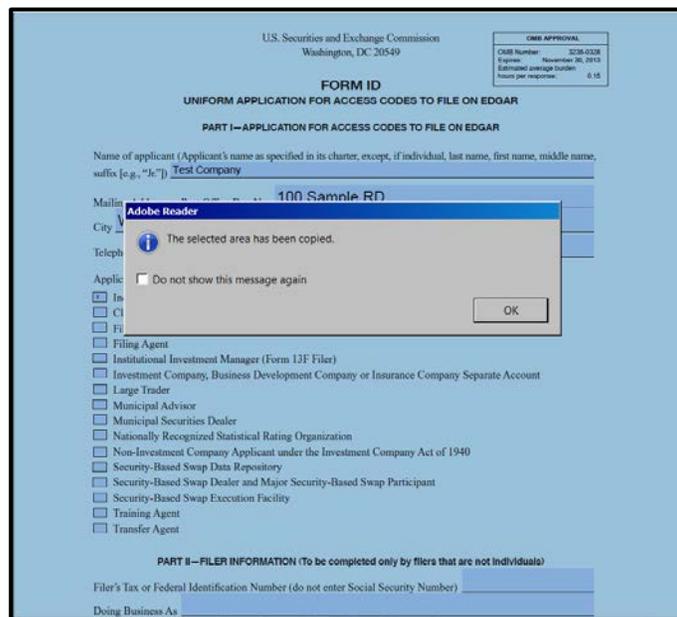
These instructions are written to assist filers in the preparation and process of filing electronically. The instructions are intended as general guidance and should not be relied on as definitive or a substitute for the EDGAR Filer Manual.

<http://sec.gov/info/edgar/edmanuals.htm>.

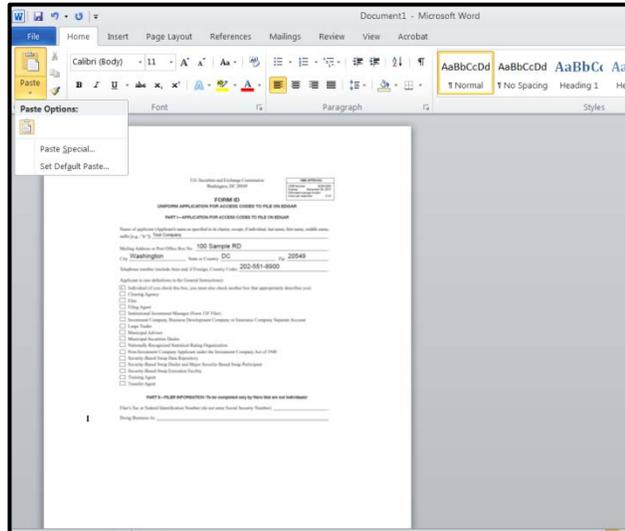
1. Open the file in Adobe Reader, select **Edit** and **Take a Snapshot**.



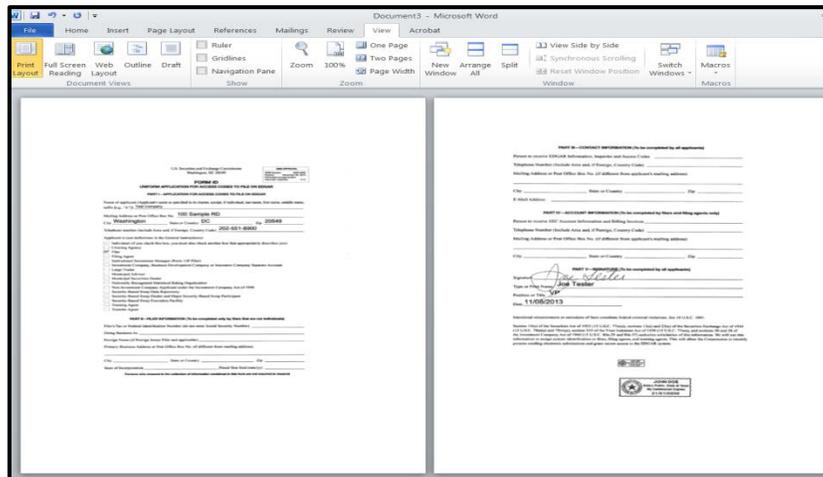
2. Click in the form on the first page and a snapshot will be taken of that page. You will receive a message that the area has been copied.



3. Open Word and **Select File**, then **Paste**. The first page will appear in Word.



4. Go Back to Adobe Reader and Repeat Step 2 on the second page. Paste the second page in Word after the first page.



5. Save the file as an Adobe PDF.

6. Log on to the Filer Management website (<https://www.filermanagement.edgarfiling.sec.gov>) and resubmit the Form ID application with the new attachment.

Notes:

- (1) *Scanned, notarized Form ID authentication document should be attached as CORRESP document type.*
- (2) *Document attachments must conform to the following standards:*
 - *The document file name must be in lower case and no longer than 32 characters in length. The name must start with a letter (a-z) and not contain spaces. File names may contain digits (0-9), up to one period (.), one hyphen (-), and one underscore (_) character.*