

# Noronto Reunion 2023

### **Guide to Using PDF Registration Form**

The PDF Registration Form has been created with a number of advanced features which may or may not be supported by the programs on your computer capable of opening PDF files. All features are supported by *Adobe Acrobat* or *Adobe Acrobat Reader* which are recommended for use with the Registration Form.

Adobe Acrobat Reader DC available as a free download from <a href="https://get.adobe.com/reader/">https://get.adobe.com/reader/</a>

#### Manual Entry — Filling Out the Form by Hand

A copy of the Registration Form may be printed and completed by hand. Please return all three pages of the completed Registration Form with payment(s) to the Registrar.

**Electronic Entry — Filling Out the Form Electronically** 

# **DOWNLOAD** to Fill Out Electronically

Do not fill out the Registration Form without downloading to your computer

The Registration Form was designed to be completed electronically. This is best accomplished by **downloading** the Registration Form PDF file and opening it with **Adobe Acrobat Pro** or **Adobe Acrobat Reader**, which will support all of the advanced features of the form.

#### **Using PDF Applications**

If using *Adobe Acrobat Pro* or *Adobe Acrobat Reader*, you can type into all text fields and use the check boxes. In addition, the form will automatically calculate and total fees on page 3 of the Registration Form.

Some other computer programs may allow you to type in a text field, but may not let you use the check boxes and/or the auto-calculations of fees on page 3 of the Registration Form. If auto-calculation is not supported, all values and calculations must be manually entered.

<u>For Macintosh users</u>, please note that *Preview* does not support the auto-calculation features of the Registration Form. The use of *Adobe Acrobat Pro* or *Adobe Acrobat Reader* is strongly recommended.

# Remember to save any changes you make or they will be lost.

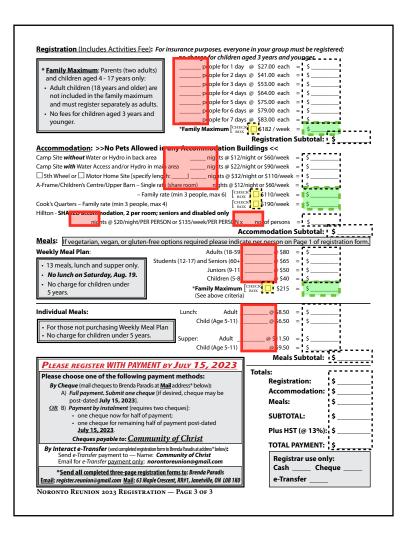
From the File menu, select either Save or Save as...

In the past, we have occasionally received blank registration forms because changes were not saved.

# Noronto Reunion 2023 Registration Page 3 of 3 Auto-Calculation

For PDF applications and that can handle the auto-calculations fields:

- Enter values into fields indicated by the red boxes. Totals will be automatically tabulated and will not exceed the weekly maximum.
  - Family Maximum/Rate Check
    Boxes Check these boxes for
    Family Maximum/Rate options.
    Must meet the Family Maximum
    criteria (see \*Family Maximum box
    at top left of this page).
- Family Maximum/Rate fields values for these fields are automatically entered when a Family Maximum or Rate box is checked. Manually entered values will be discarded.
- Auto-calculation fields values for these fields will be automatically calculated. Manually entered values will be discarded.



## **Registration and Payment**

Registration forms that are completed electronically may be sent with payment to the Registrar either electronically by email or printed and sent by regular mail. Please check your completed form (if completed electronically, be sure to save your changes, close the file, and then reopen it and ensure that all fields entries are saved) before sending the completed form to the Registrar.

All completed (three pages) registration forms with payment should be sent to our Registrar:

Email: register.reunion@gmail.com

or

Brenda Paradis, Registrar Noronto Reunion 63 Maple Crescent, RR#1 Janetville, ON L0B 1K0

Cheque payments should be sent by Canada Post to the Registrar at the address above. All cheques must be made payable to **Community of Christ**.

Interact e-Transfer payments **ONLY** should be sent to:

Name: Community of Christ

Email: norontoreunion@gmail.com

FOR PAYMENT ONLY - DO NOT SEND REGISTRATION FORMS TO THIS EMAIL ADDRESS