Fillable Form Tips

All of our forms are done using Adobe.

You can download Adobe and use for free

Adobe Reader

https://get.adobe.com/reader/

Forms can be opened and filled out on your computer.

Please do a "Save as" so that you can reopen and amend it as you want. Suggestions for "Save as" 25.26 Grant *Applicant Name. Example* 25.26TMGGroupName

How to sign a PDF form: https://helpx.adobe.com/ca/reader/using/sign-pdfs.html

- 1. Open the PDF document or form that you want to sign.
- 2. Click the Sign icon in the toolbar. ...
- 3. The Fill & Sign tool is displayed. ...
- 4. The form fields are detected automatically. ...
- 5. Click the Sign icon in the toolbar, and then choose whether you want to add your signature or just initials.

If needed, you can print and sign which can be scanned and sent to <u>cchtrailgrants@novascotia.ca</u> or it mailed to the address below:

Communities, Sport and Recreation Communities, Culture, Tourism and Heritage 80 Walker Street, Suite 1 Truro, NS B2N 4A7

Please note: We would prefer that the application be filled out electronically which will ensure that we capture the correct information, such as spelling.