Location of Forms

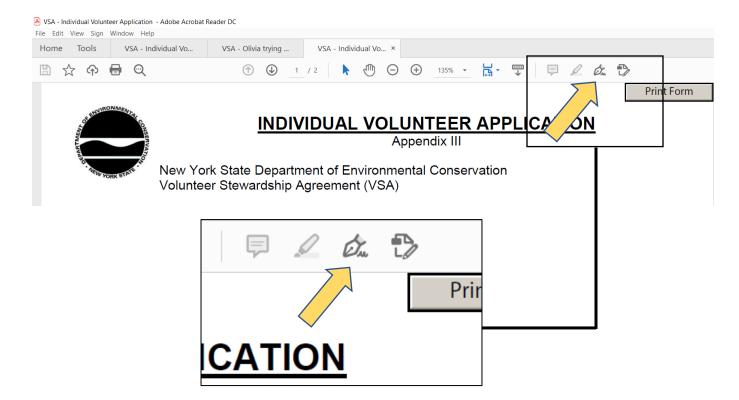
- Fillable PDFs are available at https://www.nynjtc.org/document/delaware-water-gap-nps-volunteer-service-agreement-forms.
- You can also email volunteer@nynjtc.org for a copy.

Print and Mail Option

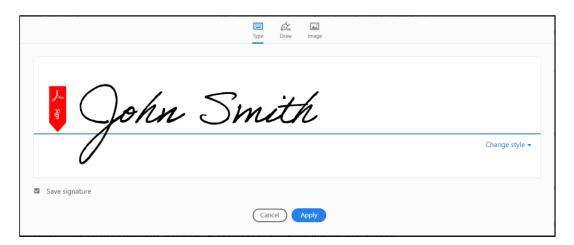
- 1. Open the form.
- 2. Either fill it out on the computer then print OR print it then fill out by hand.
- 3. Mail the completed document to:
 - a. Trail Conference Volunteer Department
 600 Ramapo Valley Road
 Mahwah, NJ 07430
- 4. Email us at <u>volunteer@nynjtc.org</u> to confirm that you mailed the document so we know to look out for it. Please specify what volunteer activity you'll be participating in.

Online and Email Option

- 1. For each form, open the form in your web browser and complete the fillable fields.
- 2. Once you have completed the fillable sections, select "Print" in the top right corner of webpage. In the print options, select "Save as PDF" for the destination.
- 3. Open your saved PDF file in Adobe Acrobat Reader DC to insert your signature(s).
- 4. Select the signature icon from the tool bar at the top of the program.



5. A box will appear and allow you to type, draw, or upload a photo of your signature.



- 6. Drag and apply your signature where applicable.
- 7. Email the completed documents to <u>volunteer@nynjtc.org</u> and please specify what volunteer activity you will be participating in.