

Registration Instructions for Apple Users

1. Open the form from the web page.
2. **If you do not have Adobe Acrobat Reader, or Acrobat Pro, you must download Acrobat Reader or the buttons on the form will not work correctly.**
3. Fill out the form (boxes with a red outline **MUST** be filled out).
4. Save the form to your computer. This **MUST** be done for all the buttons to work properly.
5. If paying by credit card, Apple Pay, or bank routing number, click on the “Click to Pay” button. When paying, there is an “Add Note” section. Input your name and chapter there.
6. You will receive an email once you pay.
7. Go to your saved file on your computer to complete numbers 8 and 9 below. Open Acrobat reader first, then using Reader, find your saved file to open the file. After paying online, print the form for your records.
8. Email document to the OMC Treasurer by clicking on the “Email Document” button. **YOU WILL NOT BE ABLE TO EMAIL THE DOCUMENT UNLESS YOU OPEN THE DOCUMENT IN ACROBAT READER.**