



Instructions For Handwritten Forms

Guidelines



Do not use red ink.
Use blue or black ink.



Do not use dollar
signs, commas, or
other punctuation
marks.

\$, ? {



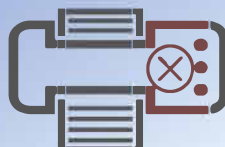
Printing



Set page scaling to
“none.” The Auto-Rotate
and Center checkbox
should be unchecked.



Do not select “print on
both sides of paper.”



Before Sending



Do not submit
photocopies of returns.
Submit originals only.



Do not mix form types.

