

User guide

Software required to view and use fillable form

To download the free Adobe Acrobat Reader software:

- Go to <https://get.adobe.com/fr/reader/> to access the site.
- Click on  to start.
- Follow the installation instructions on the screen.

Save the form before filling

Do not fill the form directly online as you may lose data.

- On the first page, click on the Save button  to save an electronic copy on your computer.

If the Save button does not work:

- On the keyboard, press on  +  +  at the same time.

Fill the saved copy

When the form is saved and displayed:

- Click on the fields to be filled to type in all mandatory information.
- Click in the check boxes to select.

By default, all fields where you can enter or select information are highlighted.

When the same information is required in more than one part of the form, enter the information only once.

The system will automatically copy the same information wherever it is needed in the current form.

Print the filled or blank form

- On the last page, click on the Print button  to print.

If the Print button does not work:

- On the keyboard, press on  +  at the same time.

Submit the filled and signed form

When the application form is filled and signed, you can send it by:

- E-mail ppa-bovins@upa.qc.ca
- Fax 450 463-5223
- Mail 555, boul. Roland-Therrien, bur. 305
Longueuil (Québec) J4H 4G2