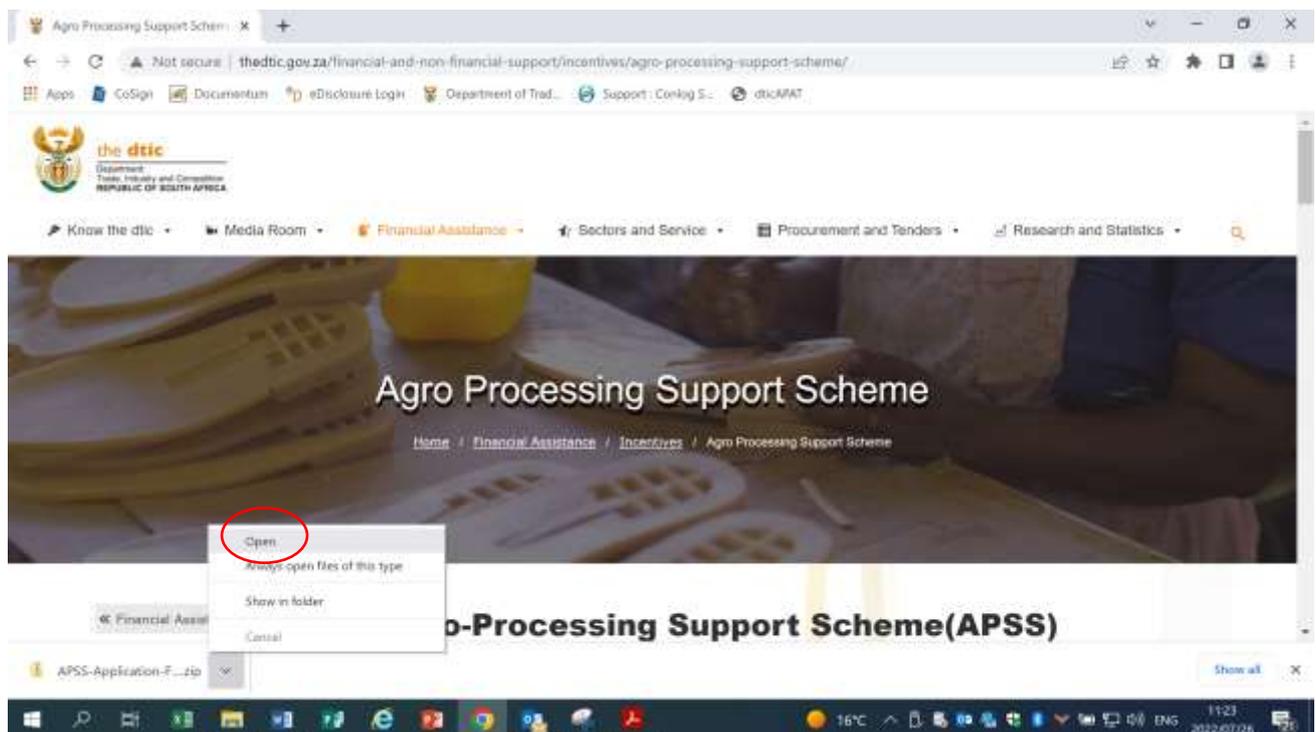**HOW TO DOWNLOAD THE APSS APPLICATION FORM**

Please follow the steps below to download and save the form on your local drive.
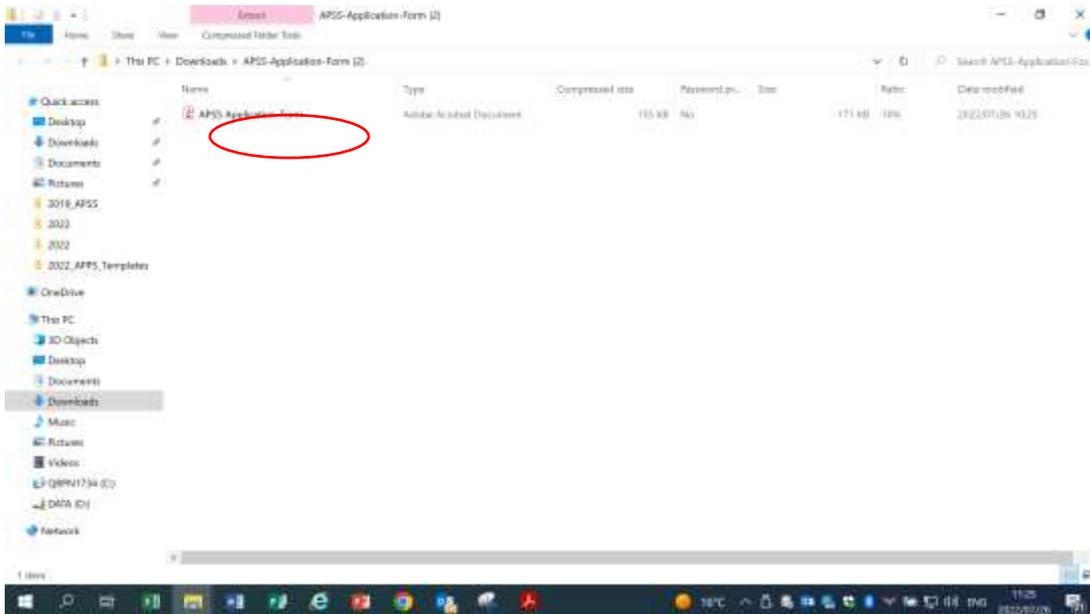
The image below will be displayed. Click on the zip-images (circled in red below).

A new window will be displayed (image below). Please choose 'open' to open the file (circled in red below).

The .pdf filename will be displayed (image below). Double click on the file name to open the file (circled in red).

The file will now be open and can be saved on your local desktop. Choose the option 'File' and 'Save as' to save a copy in your preferred folder on your desktop.

To access the form for completion, go to the folder where the file was saved. Right click on the filename and use the 'Open with' option and then 'Adobe Acrobat DC' (circled in red below).