Please read through instructions before beginning as there are options.

1. Download and install Adobe Reader DC

   - Click on this link and follow instructions https://get.adobe.com/reader/ - Uncheck the two boxes about Chrome (unless you want to do that).

2. Once you are done installing Adobe Reader go back to: http://townofdelaware-ny.us/Forms.html

3. Click on drop down to select a form.

4. Save the form

   Depending on the browser and the operating system you are using, there will be different options to save the form. Please pay close attention to where your form is being saved.

Here are examples using Windows 10 and the following common browsers:

   - **Microsoft Edge** - Right click and then click 'save as'.

   - **Internet Explorer 11** – Will let you fill in the fields, but it is better if you save using the disk icon in the upper left side of the page and follow the steps below.

   - **Mozilla** – Use the download button(third icon top right side of page). Then chose save file. The default path is your downloads folder.

   - **Chrome** – Right click and then click 'save as'

5. Navigate to your saved form.

6. Right click on the form and chose 'open with' and select Adobe Reader DC

You can now type in the fields on the form and save it, print it, or email it when you are done.