

## **Editable Page Instructions for BBW Chamber Membership Application Form**

The form you have downloaded is an Editable PDF and the required fields can be filled in directly onto the form by typing using Adobe Reader.

You can get Adobe Reader Free at: [www.Adobe.com](http://www.Adobe.com)

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### **Instructions**

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1. **FIRST:** please complete all necessary fields using Adobe Reader
2. **TYPE:** in your information
3. **PRINT:** the form from your computer
4. **MAIL:** the completed form and your annual fee to:

Brentwood-Baldwin-Whitehall  
Chamber of Commerce  
3501 Brownsville Road  
Pittsburgh, PA 15227

If you have any questions, please contact the Chamber at:

E-mail: [secretary@bbwchamber.com](mailto:secretary@bbwchamber.com)

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Helpful hints for using Acrobat Editable Fill-In forms:



- Use either the hand tool or the scroll bar on right side of browser window to move the page around to view all areas.



- Position the hand pointer inside a form field and click. The hand pointer will change to an I-beam pointer when an editable field exists. Use the I-beam pointer to enter text, or use the arrow pointer to select a check box. If the cursor does not change from a hand pointer, no editable field exists.
- Press **TAB** to accept text entered and to go to the next field, or press **SHIFT+TAB** to accept text entered and return to previous field.
- To place a check mark or select options, just click with your mouse.
- Clicking the space bar will place or remove a check mark, in addition to just clicking on the box, unless automated.
- **RETURN** takes you down another line in a multi-line field.

# CHAMBER OF COMMERCE BRENTWOOD-BALDWIN-WHITEHALL

## Membership Application Form

Company Name:

Type the listing, as you would like it to appear in the directory

Address:

Address:

City or Borough:

State:

ZIP:

Contact Person:

Telephone:

Fax:

E-mail Address:

Website Address:

Category of Business:

Please refer to our website for existing Categories

Hint: What heading is your business listed under in the Yellow Pages phonebook?

Mail printed form along with your annual payment to:

Brentwood-Baldwin-Whitehall  
Chamber of Commerce  
3501 Brownsville Road  
Pittsburgh, PA 15227

E-mail: [secretary@bbwchamber.com](mailto:secretary@bbwchamber.com)