

# Create a Non-Fillable PDF Form and/or Fill and Save a Fillable PDF Form

## Windows

### Pre-requisite

Download and install a free PDF tool: **DoPDF**.

## Apple OS X

### No Pre-requisite

PDF print driver is installed by default on OS X.

**Note: Acrobat Designer in Acrobat Pro or Other Tool Will be Needed to Create a Fillable PDF Form.**

### Step 1: Create a New Non-Fillable PDF Document

Create or open a document with any tool on your computer.

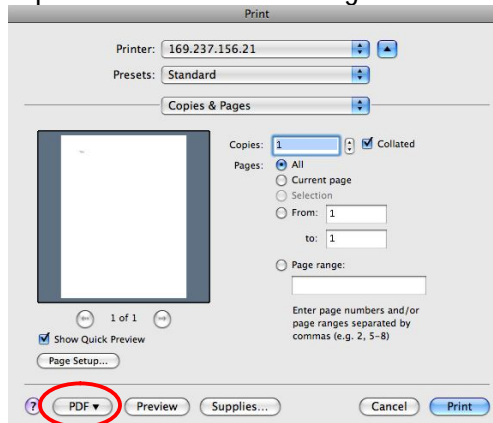
### Fill and Save a Fillable PDF Form:

Enter your information in the previously created fillable PDF form.

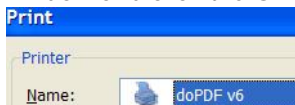
### Step 2: Access the **Print** window.



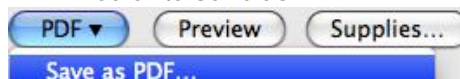
### Step 2: Access the **Print** dialog.



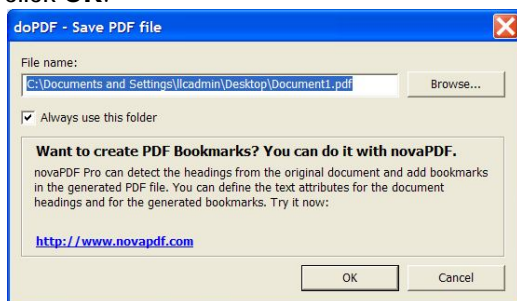
### Step 3: Select **DoPDF** as the printer in the Print Window and click the **OK** button.



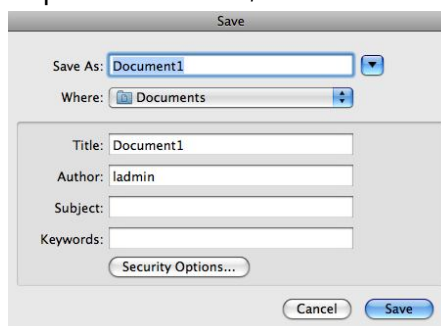
### Step 3: Click the **PDF** button (bottom-left corner) and scroll to **Save as PDF...**



### Step 4: Name the file and specify the location and click **OK**.



### Step 4: Name the file, select a location and click **Save**.



The created or filled PDF document will be opened in Acrobat Reader.