Tips for Viewing and Using Fillable PDFs

- **Save the form to your computer before completing it**

We suggest that you first download the PDF form to your computer or network drive, and then open it with Adobe Reader and fill it. To open and complete the PDF application forms, you will need Adobe Reader (the latest version is recommended). If you do not have it installed on your computer, you may download the latest version free of charge from **http://get.adobe.com/reader/otherversions**.

- **Chrome users: don't use Chrome PDF Viewer**

For Chrome browser users: DO NOT use the Chrome PDF viewer program to fill in the PDF form. Adobe Reader is the only program that will allow you to work with the form properly. If you do not already have Adobe Reader, please use the link above to install it to your machine.
Else, after filling the form, you can click on the Print option and Save as pdf to save the copy as pdf on your machine after which you can send it to your recipient.

- **Internet Explorer 11 users:**

After filling the form, users can save the form by clicking on the print option and Save as pdf to save the copy as pdf on your machine after which you can send it to your recipient.

- **Mac users: don't use Preview**

For Macintosh system users: DO NOT use the Preview program to fill in the PDF form. Adobe Reader is the only program that will allow you to work with the form properly, and allow us to read the results once back on a Windows machine. If you do not already have Adobe Reader, please use the link above to install it to your machine.

Completing fillable forms

Fill out the form and save it using Adobe Acrobat Reader:

Use the Adobe Acrobat Reader to open the empty PDF form that you saved on your own computer or network drive.

Click on "**FILL & SIGN**" tool from the toolbar on the right to fill and sign with your **typed signature** or **initials**

or **draw your signature** with your mouse.

Complete the form

On the Reader menu, go to **File** > **Save As**

Choose the PDF format

You should then be prompted to choose a location to save the file

Select the location on your own computer or network drive and click **Save.**

Date of Application:

City:

Customer / Client Information

Customer Name / Business Name:

Salutation: (Select Applicable)

	Mr	Mrs	Ms	Dr	Prof

Full Name(s): (Contact person(s) only)

Billing Address:

Phone Number
(Res/Work):

Mobile Number
Contact Person
only (For alerts):

Email Address (Contact person only) (For Invoices and Alerts)

Postal Address:

Value Added Services

Would you like a free E-mail ID?	Yes	name@ncbw.co.bw
	No	

Domain Required?	Yes	**If yes, please fill the form below under Domain Hosting/Transfer**
	No	

Hosting Services	Web & Mail	**If you selected web and mail hosting, please fill the form below under Domain Hosting.**

Require a Public IP?

/30	2 Public IPs	P60 per month
/29	6 Public IPs	P180 per month
/28	14 Public IPs	P420 per month
/27	30 Public IPs	P900 per month

Domain Hosting/Transfer Form

Specify New Domain Names in the below box in BLOCK letters

Specify Transfer Domain Names in the below box in BLOCK letters

Specify Email id's required in the box below very clearly in BLOCK letters

Terms & Conditions:

P504*/year inclusive of VAT. Available domains .co.bw, .com (on request only). For each domain we give 5 Email Boxes with 2GB space for Free. NOTE: We do not hold responsibility of any sort of malicious software activity damage i.e (Ransomware hit). Also, we suggest that client should take regular backups since we do not do any backups.

* Minimum turn around time is 5 working days from the date of the application.

Declaration

I/We have read, understood and agreed to be bound by the Terms and Conditions for the duration of the contract as selected by me and Declare that the information given above is true and correct. I here by consent PrimeTel T/A NConnect credit vetting this application form. I/We understand that installation will only commence on the receipt of payment of Installation charge and one month's package cost.

Date

Print Full Name

Electronic Signature

_____

(Please sign here using sign tool above)