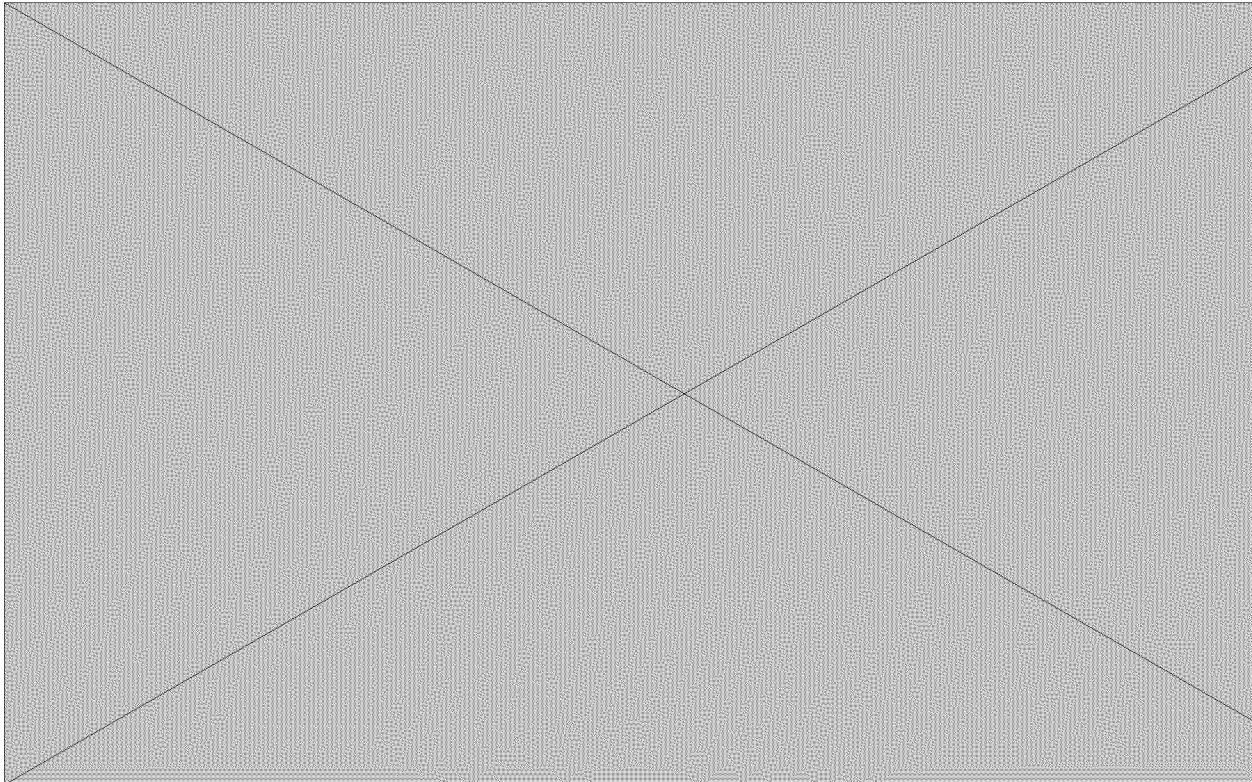


To: Dravis, Samantha[dravis.samantha@epa.gov]
From: Foxit Software Incorporated
Sent: Wed 12/6/2017 2:10:42 AM
Subject: How to create court-usable PDFs

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How to create court-usable PDFs

Electronic filing is now standard practice in most courtrooms across the U.S. Paper documents could be eliminated altogether in just a few more years. What exactly, though, are the key components of a court-friendly PDF document?

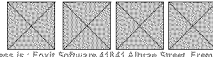
Most courts already require documents to be submitted as a PDF. This universal format ensures documents retain their original layout, fonts, and graphics. This also ensures an attorney, judge, and clerk, for example, are all seeing the exact same file.

Most eFiling services can convert court forms into PDF. It may take more work, though, to convert larger documents and make them acceptable for court use.

Fortunately, easier solutions are available for converting files into court-ready PDFs. Here are some best practices to make your PDFs courtroom-ready.

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