



### **Instructions for Copying and Pasting Logo into Other Documents:**

For PC users:

- Click and drag box around logo.
- Right-click highlighted box and select "Copy Image."
- Select document in which you will place logo.
- Right-click in document and select paste.
- You should be able to then resize the logo to fit your document.

For Mac users:

- If you have difficulty copying and pasting the logo, please contact us.