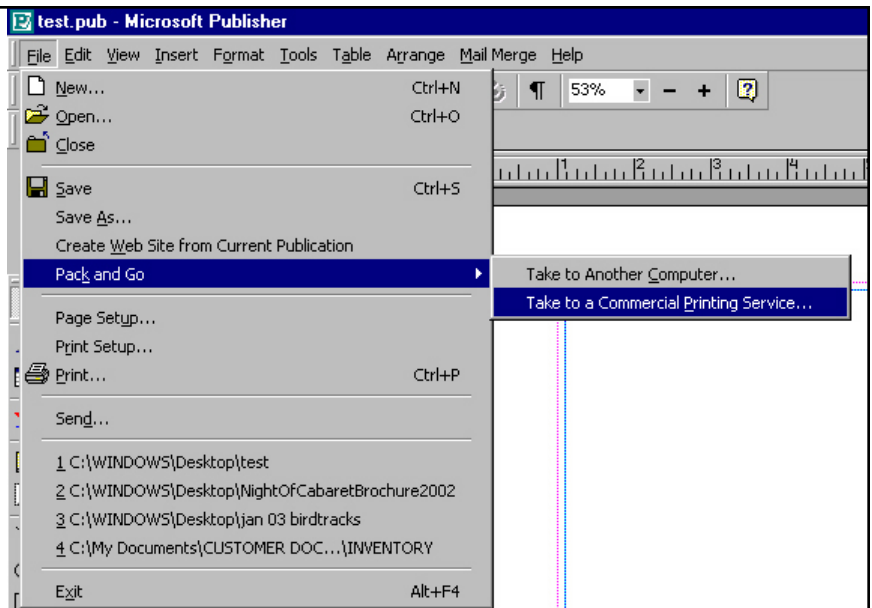
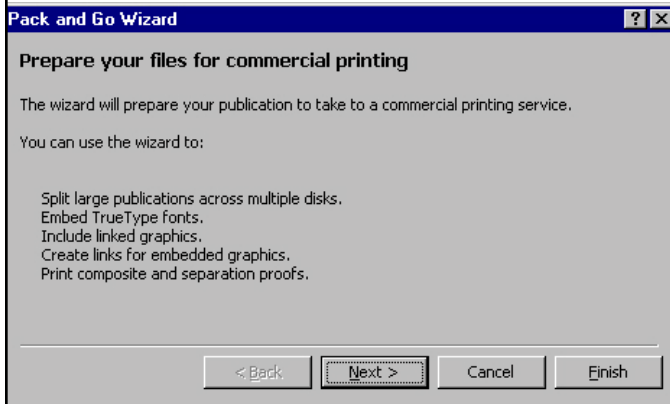


Use the “Pack and Go” Feature for Microsoft Publisher 2000 to embed all fonts and link all images.

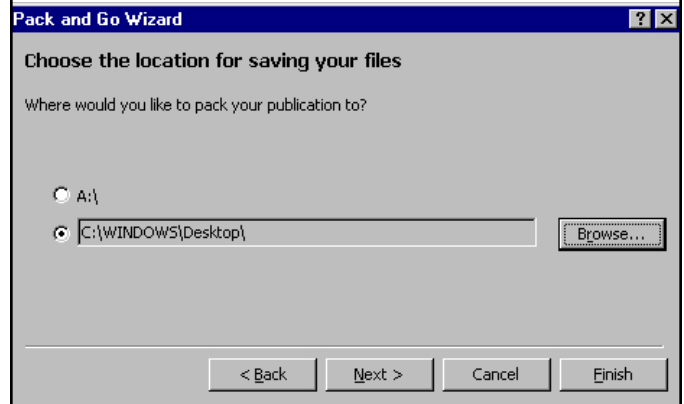
Step 1: Go to File–Pack and Go–Take to a Commercial Printing Service...



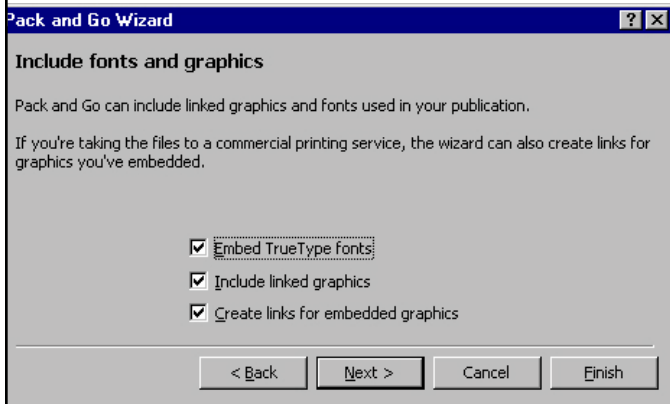
Step 2: Click Next



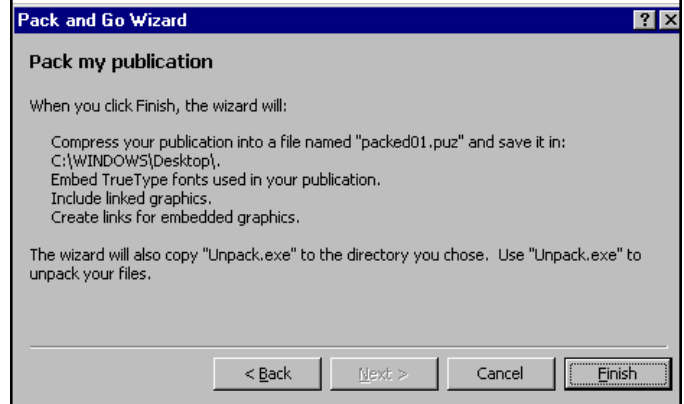
Step 3: Click “Browse” and choose a location to save the document to be sent.



Step 4: Make sure all 3 options are checked and click “Next”



Step 5: Click “Finish” to save the Files to the location selected in Step 2.



Step 6: 3 Files are created; Send the “unpack.exe” and the “xxxx.puz” files.

