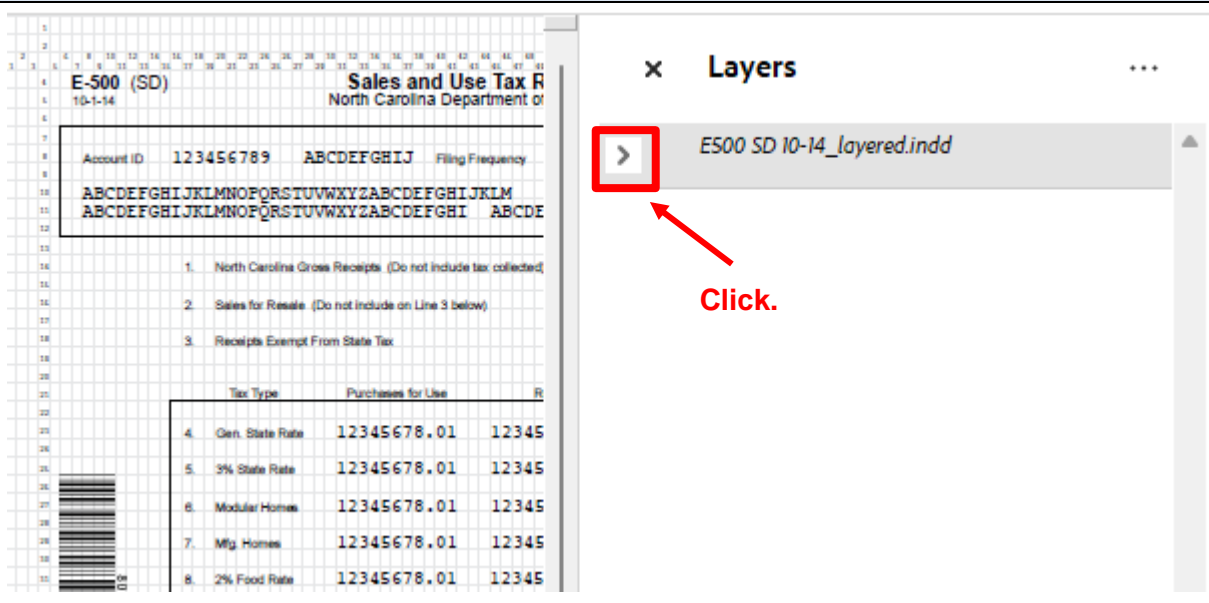
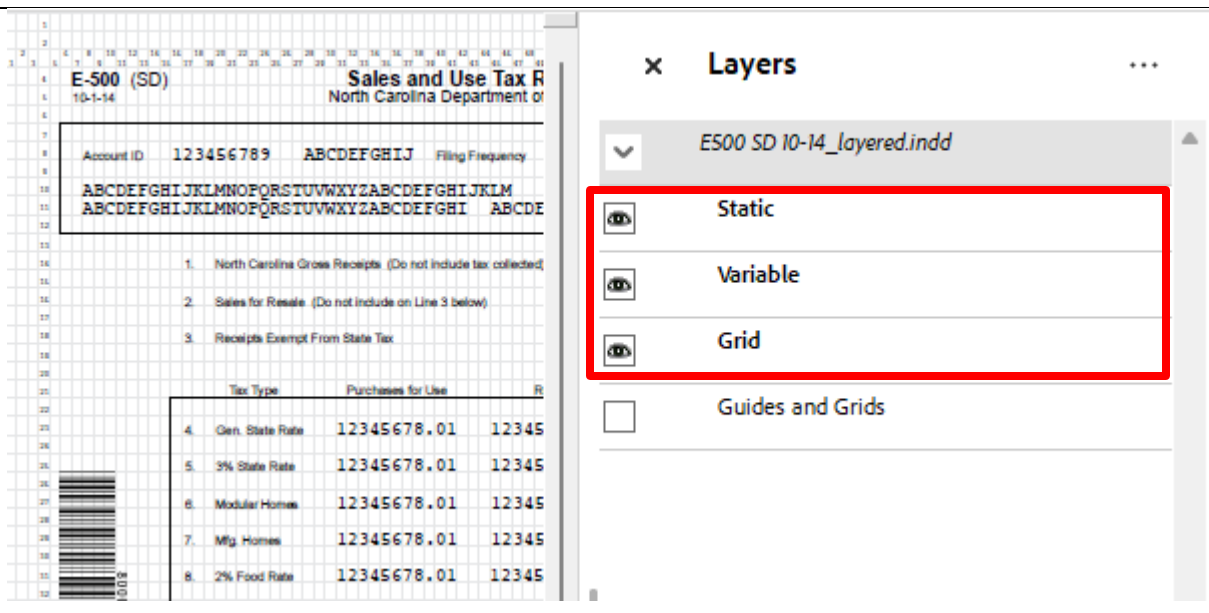
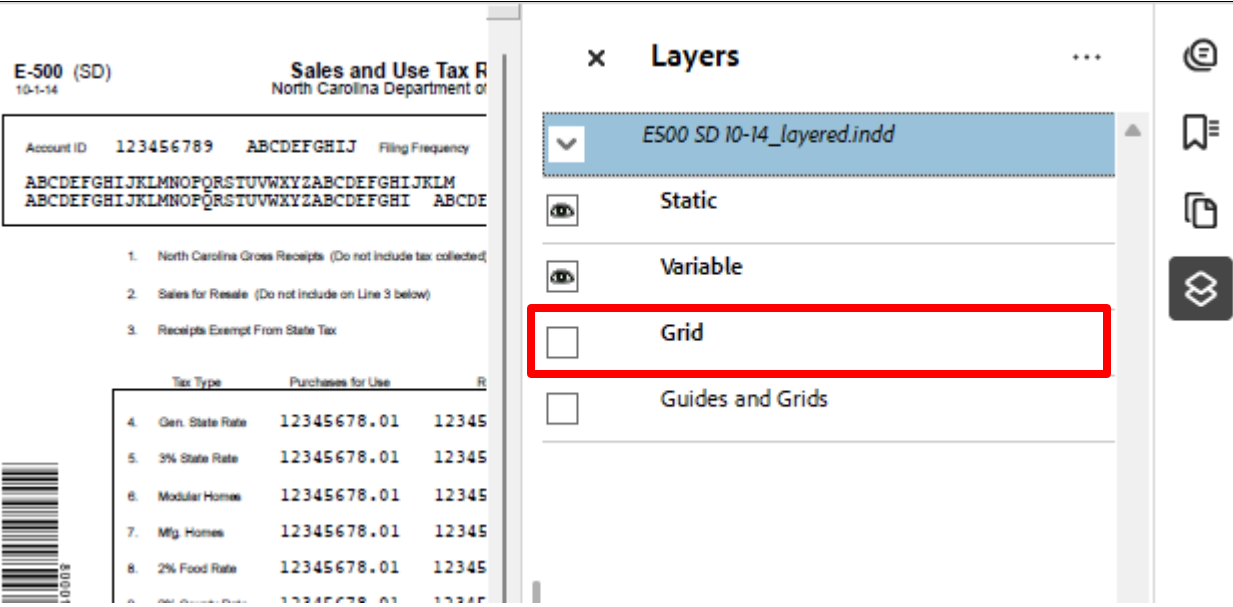
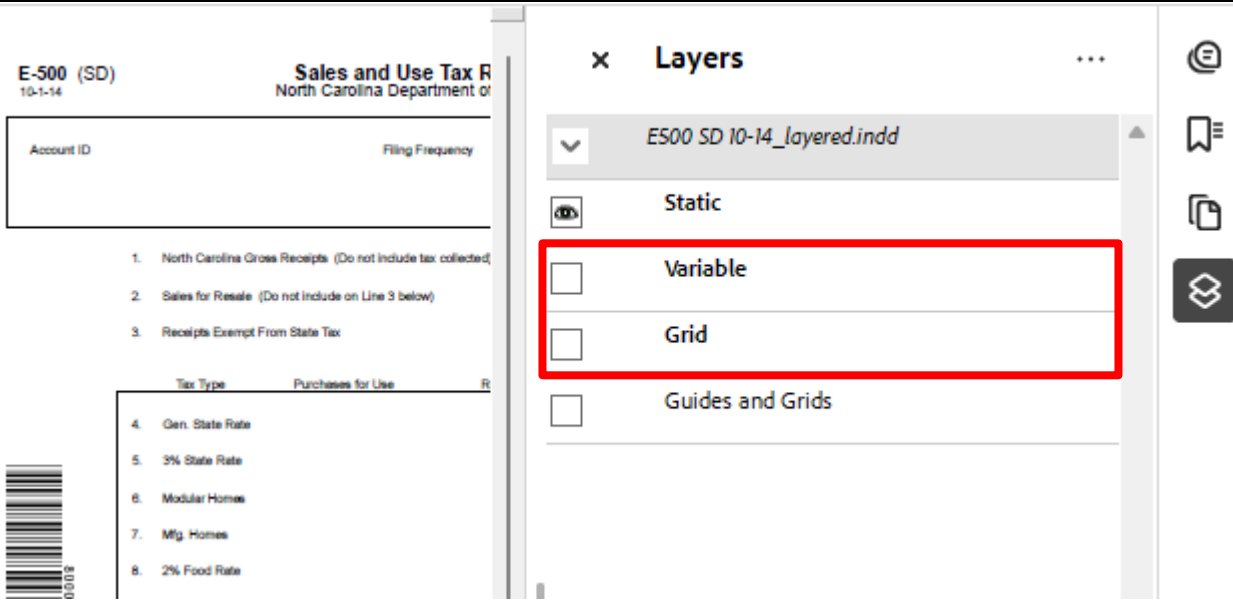
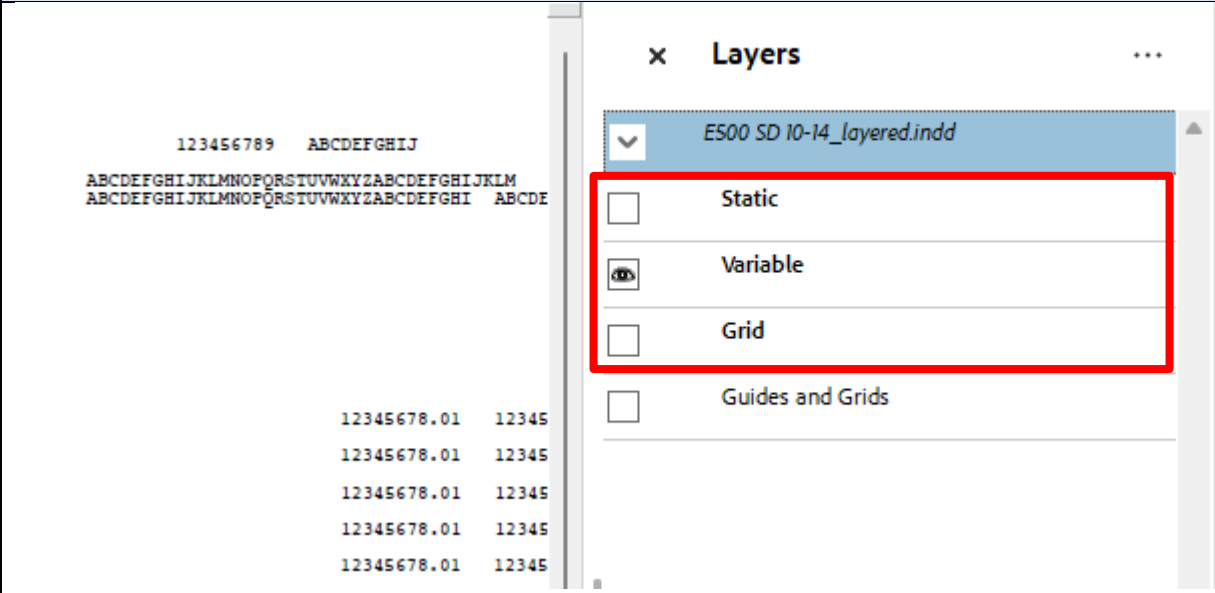




## II. Click to Open the Layers.

Step	Action
1.	
2.	 <p>Select which version of the SDF form is needed by unclicking the layer.</p> <p><b>NOTE: SDF Forms are posted as an “SD Final (Layered Form with Grid)”.</b></p>
	Continue to next page. →

Step	Action
3.	Select which version of the SDF form is needed by unclicking a layer.
4.	 <p>The screenshot shows the E-500 (SD) form titled "Sales and Use Tax Return" from the North Carolina Department of Revenue. The form includes fields for Account ID (123456789), Filing Frequency, and a list of tax items. A barcode is visible on the left. On the right, the "Layers" panel is open, showing a list of layers: "Static", "Variable", "Grid", and "Guides and Grids". The "Grid" layer is highlighted with a red box, indicating it should be removed for a "Full Field" form version.</p> <p>Remove the Grid layer for a “Full Field” form version.</p>
5.	 <p>The screenshot shows the E-500 (SD) form, which is now blank. The "Layers" panel is open, showing the same list of layers: "Static", "Variable", "Grid", and "Guides and Grids". The "Variable" and "Grid" layers are highlighted with a red box, indicating they should be removed for a blank form.</p> <p>Remove the Variable and Grid layer for a blank form.</p>
	Continue to next page. →

Step	Action
6.	 <p>Remove the Static and Grid layer for a variable data only form.</p>
	Continue to Section III. →

### III. Save version of form for use.

Step	Action
1.	Create version needed for redevelopment.
2.	Save documents using Adobe Acrobat Reader to ensure correct alignment.
	<b>Procedure complete ✓</b>