

# How to personalize your PDF advertisement from Legacy Marketing Group®.

1. Open the PDF in Adobe Acrobat. If you do not have Adobe Acrobat on your computer, you can download a free version of Acrobat Reader from <https://get.adobe.com/reader/>.
2. Scroll to the bottom of the PDF, where you will see this editable text:

## Replace Text: Producer Name and/or Company Name

Phone: XXX-XXX-XXXX

E-mail and/or Website

Insurance License No. XXXXX

3. On each line, delete the text and replace it with your information. If you don't want to include information on a particular line, simply delete the text, and that information will not appear on your finished ad. (Note: Certain states require that an agent's insurance license number be included on an ad.)
4. Save your PDF, and print copies on your office printer or upload your PDF to your favorite online print service.

**Options for Saving the PDF as a JPEG or PNG file for email.** (Note that image files do not contain live links.)

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### Option 1.

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### Option 2.

On a PC, you can save your PDF as a JPEG or PNG if you have Adobe Acrobat Pro on your computer. If you don't have Adobe Acrobat Pro, you can get a free trial at <https://www.adobe.com/acrobat/online.html>. Follow the instructions on the page for converting a PDF to a JPEG or PNG.

Depending on your software, you may have additional options.

