

### **How to save and submit the completed GR-1 Form electronically**

To save the completed Al-Anon Registration/Group Records Change form (GR-1)

- Click on File, then Save as, select the PDF format
- Rename the form, then Save

To submit the GR-1 Form by e-mail

- Attach the saved form to your e-mail and send to your Area Group Records Coordinator: [Grouprecords@area61afg.org](mailto:Grouprecords@area61afg.org)
- Or to the WSO at [wso@al-anon.org](mailto:wso@al-anon.org) attn: Group Records in the subject line.