



### **Directions to order the Learn To Ski & Ride Program Flyer:**

- Go to: [patspeak.nhprintmail.com](https://patspeak.nhprintmail.com)
- 'Use Same Account as Last Year' or 'Create an Account' if you don't have one.
- Fill out the order information: Quantity, Ship to Address, Additional Instructions, click 'Customize Order'.
- **If you need to order more flyers than what's available for choices, please put in the largest amount and put a note in the Additional Instructions box for the total number needed.**
- Follow the directions to customize your flyer with your program information.

To begin, enter the handout information in the fields to the left and click the '**Update Preview**' button.

If you wish to continue editing at a later time, check the 'Check Box at the bottom where it asks you to review the document' and then click 'Save for Later'. You can Continue Design on this by going to the Save for Later tab on your home screen if you have followed this process.

After you have finished editing the file and have approved the preview, check the box at the bottom next to the text '**Checking this box indicates that you have reviewed...read more!**' and click '**Finished Editing**' to go to the shopping cart.

Click '**Submit Order**'

Once the order is placed, there are links to **download a .pdf**. The **flyer is also emailed to you (in a separate email) as a .jpg** to use on social media.

- The flyers will be mailed to the address you specified in your account.