

*Question:*

**How to convert documents to PDF format?**

*Answer:*

You must convert all of your documents to PDF format before submitting them to the Court's Electronic Case Filing (ECF) system. The conversion process requires special software such as Adobe Acrobat Writer or FinePrint pdfFactory. WordPerfect versions 9 and 10 have Acrobat Writer built-in and can also be used to convert documents to PDF.