## Exporting a Contract With Attachments as a Single PDF





This option is automatically selected for PDF exports if the contract has attachments, so deselect it to export without them Export Attach PDF Attachments When exporting to PDF, you may choose to attach existing PDF attachments ۹ to the front or to the end of the contract or endorsement, creating a single Search... exported document. The order and position of the attachments may be changed by dragging a document into the required position from the list below Attach to the front of the Contract Order File Name Size Formal Cover Page.pdf 0 Attach to the end of the Contract Center File Name Size V B2317K47632090313.pdf ~ oss History.pd Click Cancel Export 'Export'

4.

Hold the six-dot icon and drag a file to the top to have it start the exported PDF or to rearrange its order, or click the top / bottom icons to toggle it between front and end

Choose your contract formatting options

