






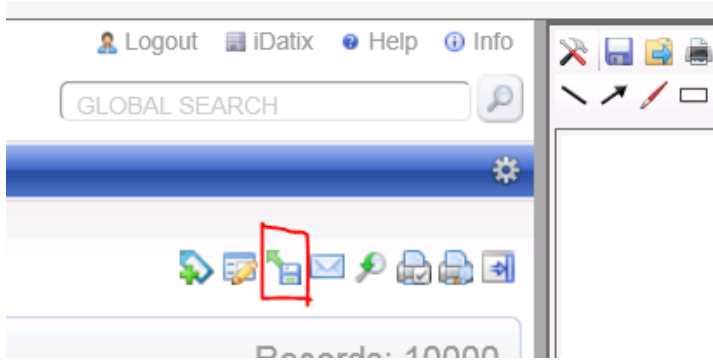
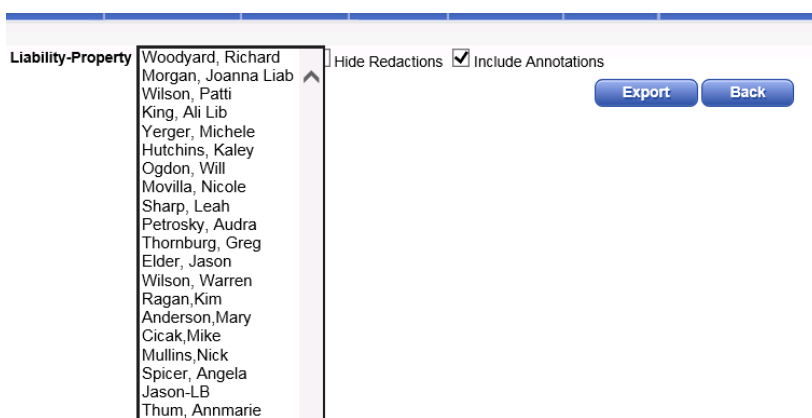


LIABILITY-PROPERTY <i>Sort Order: Receive</i>			
<input type="checkbox"/>	FILE NOTE		DOC CAT
<input type="checkbox"/>	 Add		APPRAISAL / ESTIMATE
<input type="checkbox"/>	 Add		APPRAISAL / ESTIMATE
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<input type="checkbox"/>	 Add		CHECKS

- In the claim you want to export files from
- Choose the files to export by placing a check mark in the box to the left of it



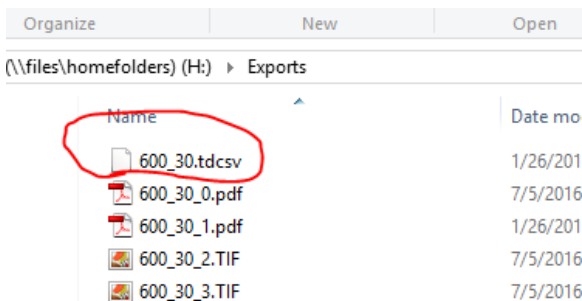
- Just above the files list, you will see an icon that looks like a save disc with a green arrow pointing to the upper left
- That is the export button, click on it



- You will be taken to a screen where you can choose who to export to
- These are not in alphabetic order.

Hint: keep tapping the first letter of your last name and it will eventually get to your name

- Make sure "Include Annotations is checked
- Click Export



- Navigate to your home folder and the Exports folder to find the exported files
- Delete the file that ends with .tdcsv, it is useless

If you want to make these files one,

- Select the files
- Right click
- Choose, "Combine files in Acrobat..."

