

# CHURCHES OF CHRIST IN AUSTRALIA CERTIFICATES

**AVAILABLE NOW FROM YOUR  
LOCAL STATE CONFERENCE**



The newly redesigned Churches of Christ in Australia (CCA) certificates of Baptism, Membership, and Dedication are now available. However, they are in a different format than the previous iteration. Rather than preprinted hard copy certificates that need to be ordered in packs from one central point with associated costs, we have designed certificates that can be printed locally on a case by case basis.

As these certificates represent important parts of the life of Churches of Christ members and churches it is important that these be maintained carefully as the intellectual property of CCA. Please ensure you use them only in situations approved by the leadership of your local Church of Christ.

The Baptism, Membership, and Dedication Certificates are fillable PDF forms which means that you can type in the name, date, and other details and then print the personalised certificate immediately. There is also space for state or local logos to be printed onto the certificate to additionally personalise them.

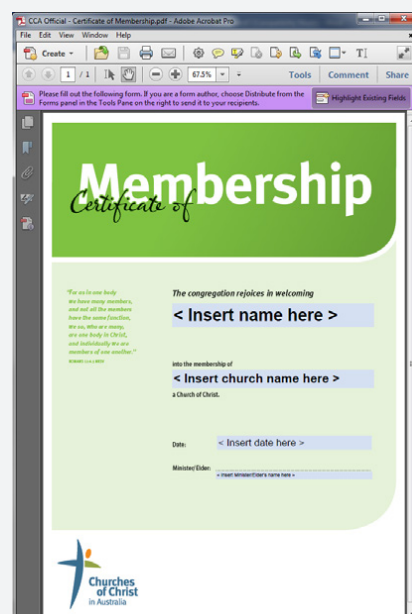
As working with fillable PDF forms will be a new process for many, we have developed the following tutorial.

## AN EXAMPLE WITH THE MEMBERSHIP CERTIFICATE:

- The grey areas are fields for typing in personalised information
- Click in the grey area and delete what is currently there
- Enter the personalised data
- Print as needed

## NOTE:

- The grey background won't print in the end result
- We recommend printing on high quality paper or card
- This process can be done with any software that can open a PDF

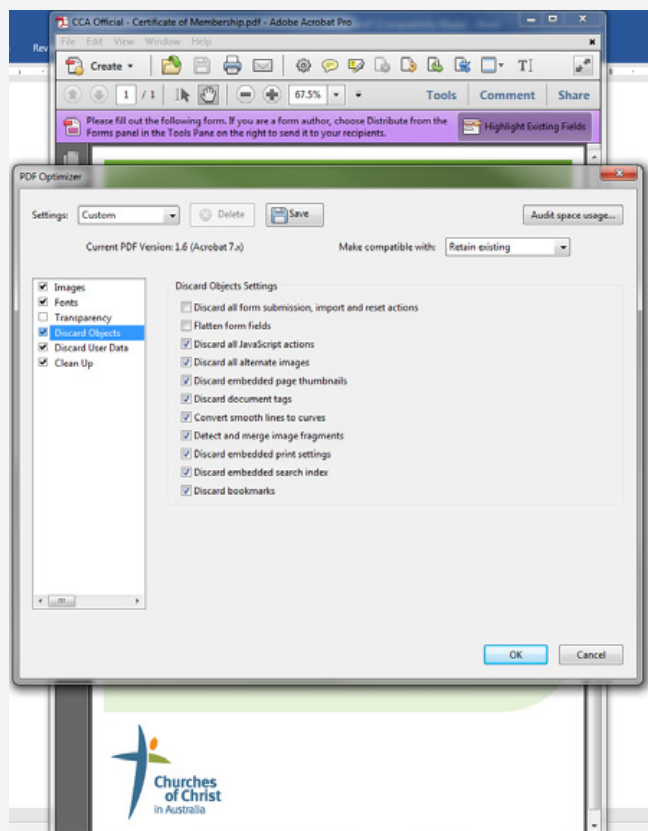


## ADDITIONALLY...

If you have a paid version of the Adobe Acrobat Pro software, you will be able to save each personalised certificate as a non-fillable form PDF which is helpful for record-keeping. If you don't have this software, you won't be able to keep each personalised certificate in a format that is not editable but can save separate files if required.

## INSTRUCTIONS:

- Go to File
- Under Save As select Optimised PDF
- Then, click on the option Discard Objects
- And untick Flatten form fields
- Click OK
- Name the file appropriately and save



If you have trouble any of the above, you are of course welcome to print out the certificates with the fields blank and then you can enter the personalised information as needed.

As stated above, your local state Conference office is your best point of contact about these forms.