



# OPERATION *Holiday* CHEER

## How to Submit an Operation Holiday Cheer Application

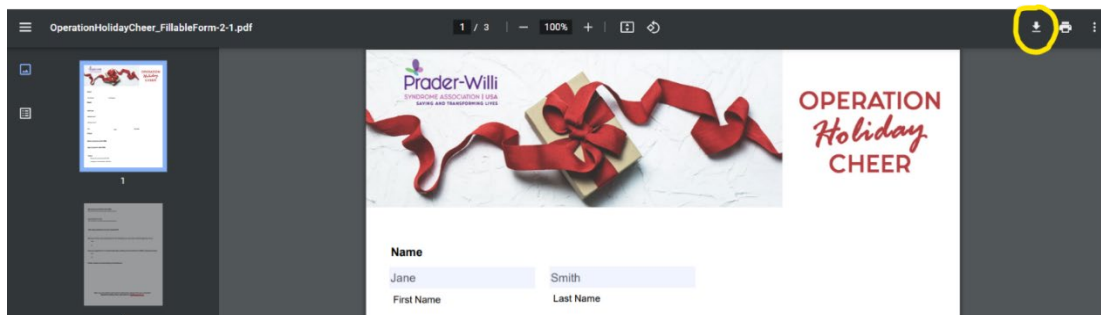
Step 1: Visit <https://www.pwsausa.org/operation-holiday-cheer/> and click the red button that reads “Operation Holiday Cheer Application”

Step 2: Once the application opens, type in your information on each light, blue-colored line

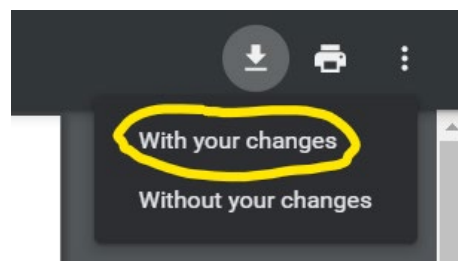
*NOTE: When you get to the questions “Ethnicity of Individual with PWS” and “Household Income,” click on the light-blue line underneath each and a dropdown menu will appear. This is how you will select your option for each.*

*NOTE: Please leave the 3<sup>rd</sup> page blank as it will be filled in by PWSA | USA staff members*

Step 3: Once you have finished filling out the application, click on the downfacing download arrow in the top right corner of the screen (see image below)



Step 4: When you click on the download arrow, select the option “With your changes”



Step 5: A new window will pop-up and will give you the option to save your filled in application. Save the file to your computer’s desktop or a folder where you can easily access.

Step 6: Attach your completed application to an email and send to [info@pwsausa.org](mailto:info@pwsausa.org) by November 30, 2022.