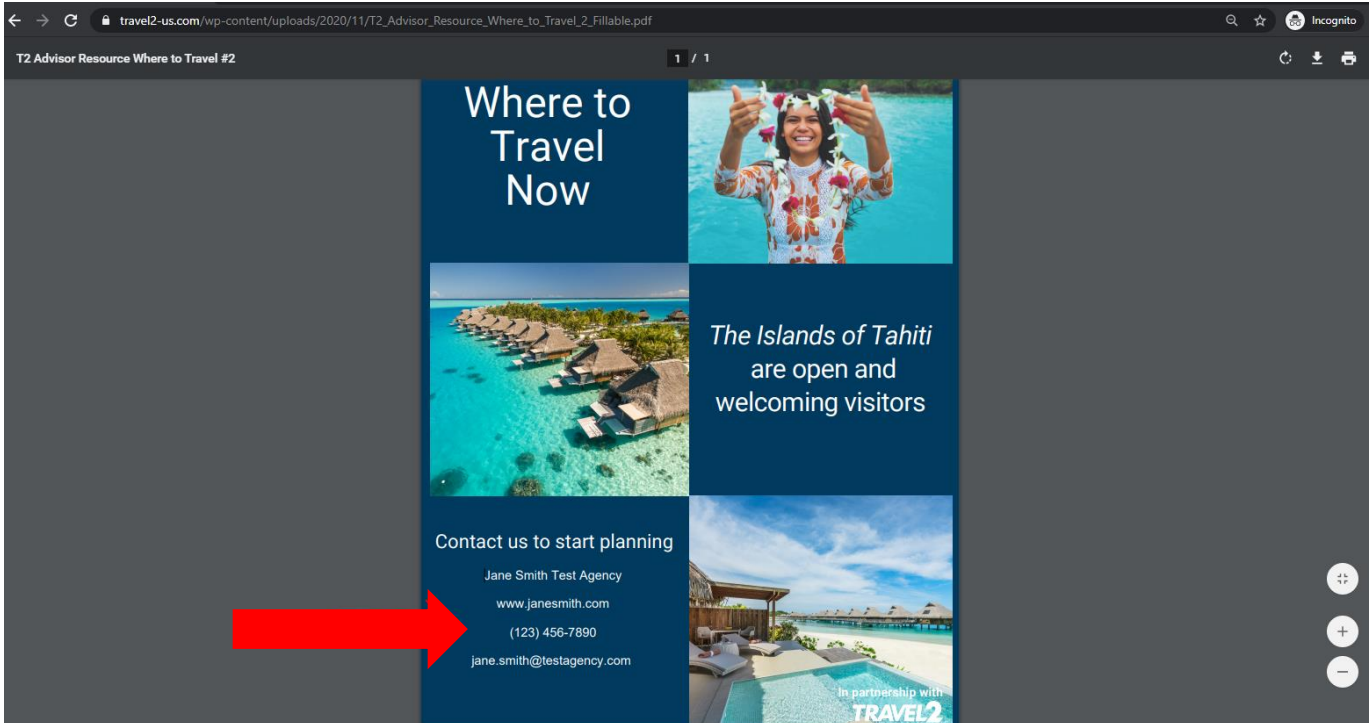
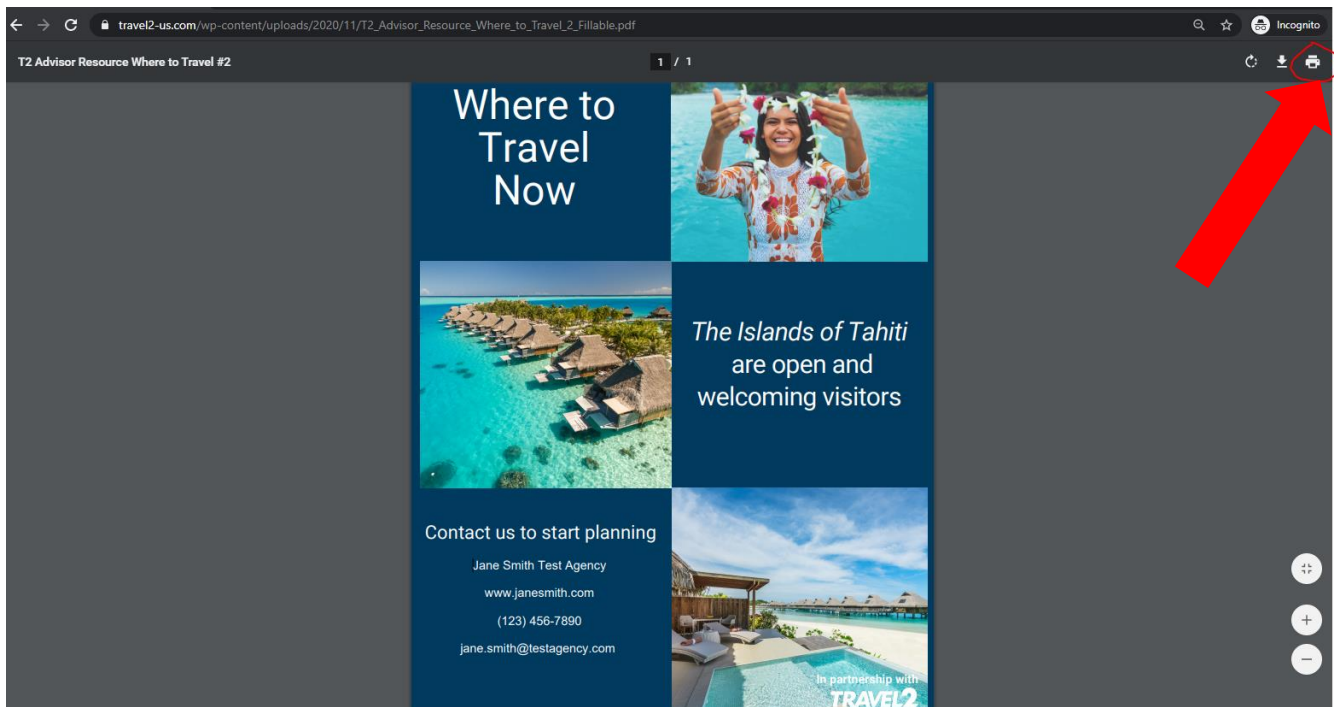


## How to Customize a Travel2 Resource

1. Select the resource to customize.
2. Resource will open in a browser.
3. Once in browser, add your agency contact information to the designated box. Click into designated box and start typing.



4. Once your agency information is added, you will want to "print" to "save as a PDF" to your computer.
5. Select the printer icon in the upper right-hand corner.



6. Make sure the "Destination" is set to "Save as PDF".

The image shows a print dialog box overlaid on a travel brochure. The print settings are as follows:

| Setting         | Value       |
|-----------------|-------------|
| Print           | 1 page      |
| Destination     | Save as PDF |
| Pages           | All         |
| Pages per sheet | 1           |

A red arrow points to the "Save as PDF" option in the Destination dropdown menu. The brochure content includes:

- Where to Travel Now
- The Islands of Tahiti are open and welcoming visitors
- Contact us to start planning
- Jane Smith Test Agency
- www.janesmith.com
- (123) 456-7890
- jane.smith@testagency.com
- In partnership with TRAVEL2

Buttons for "Save" and "Cancel" are visible at the bottom right of the print dialog.

7. Select "Save". A window will pop up asking you where to save the resource. Select where you would like to save.

8. You now can go to that saved resource and use how you wish.

\*\*If you would like to customize the resource further, we suggest using a free platform like PDF Escape:

<https://www.pdfescape.com/open/>

Thank you!