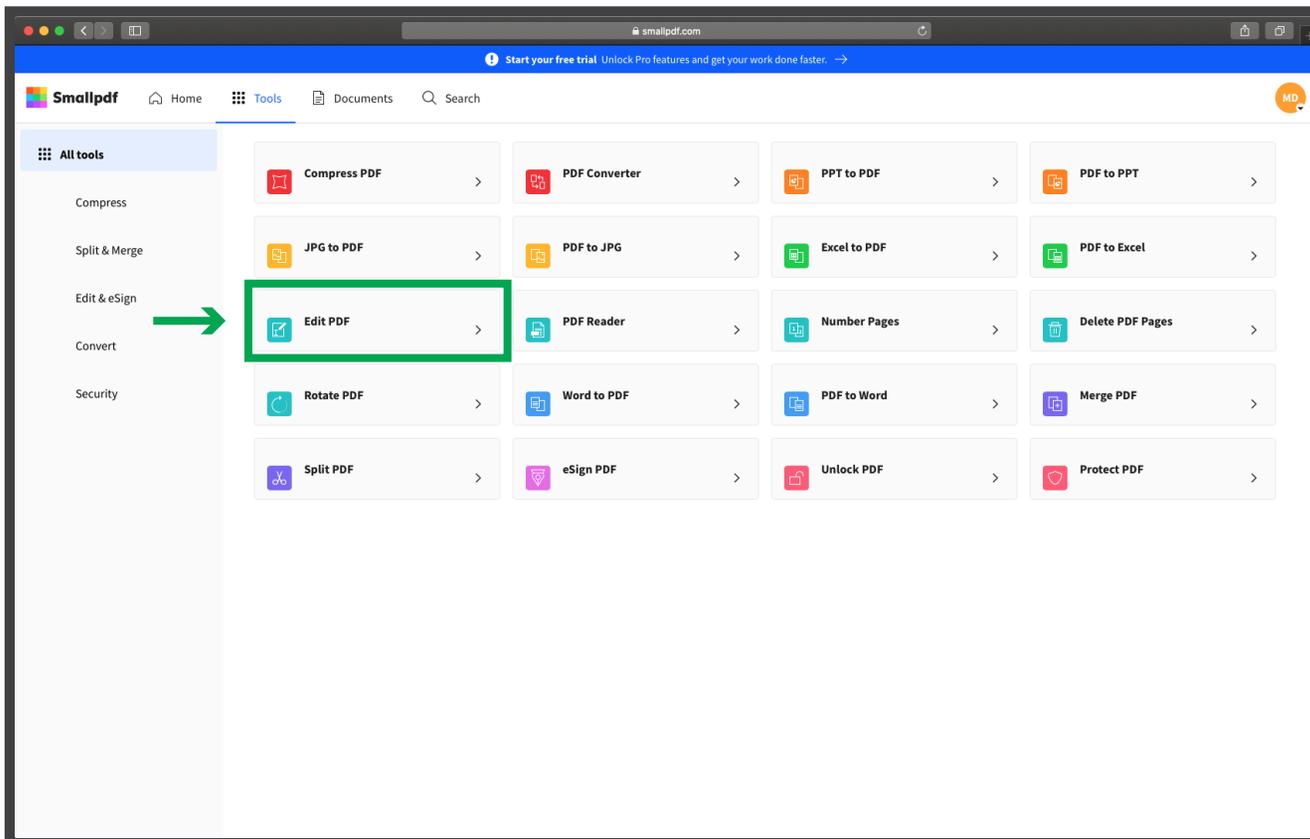
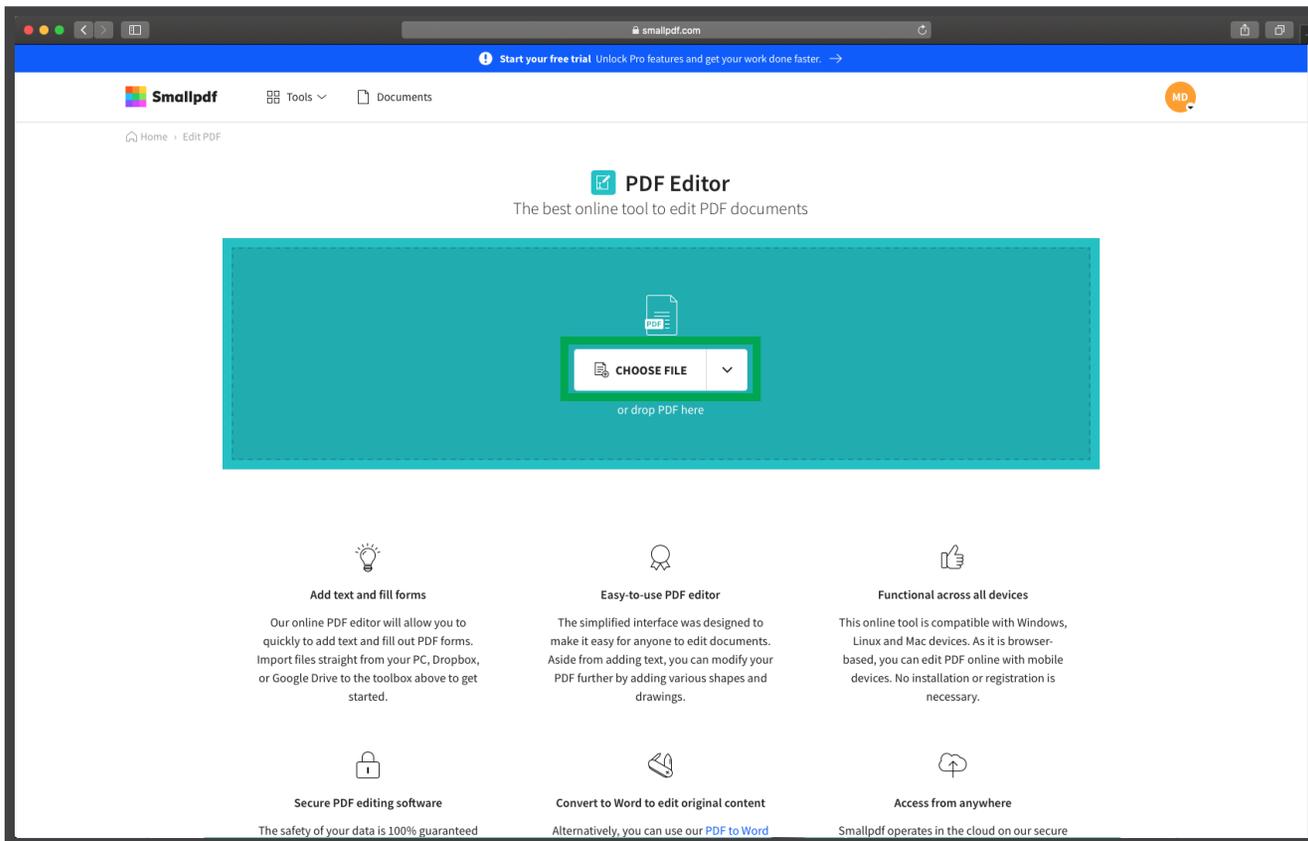


Open a web browser and go to **“smallpdf.com.”**
You will need to create a free account to use this service. There is no need to pay, or start a free trial, but the number of times you can use the service is limited daily.

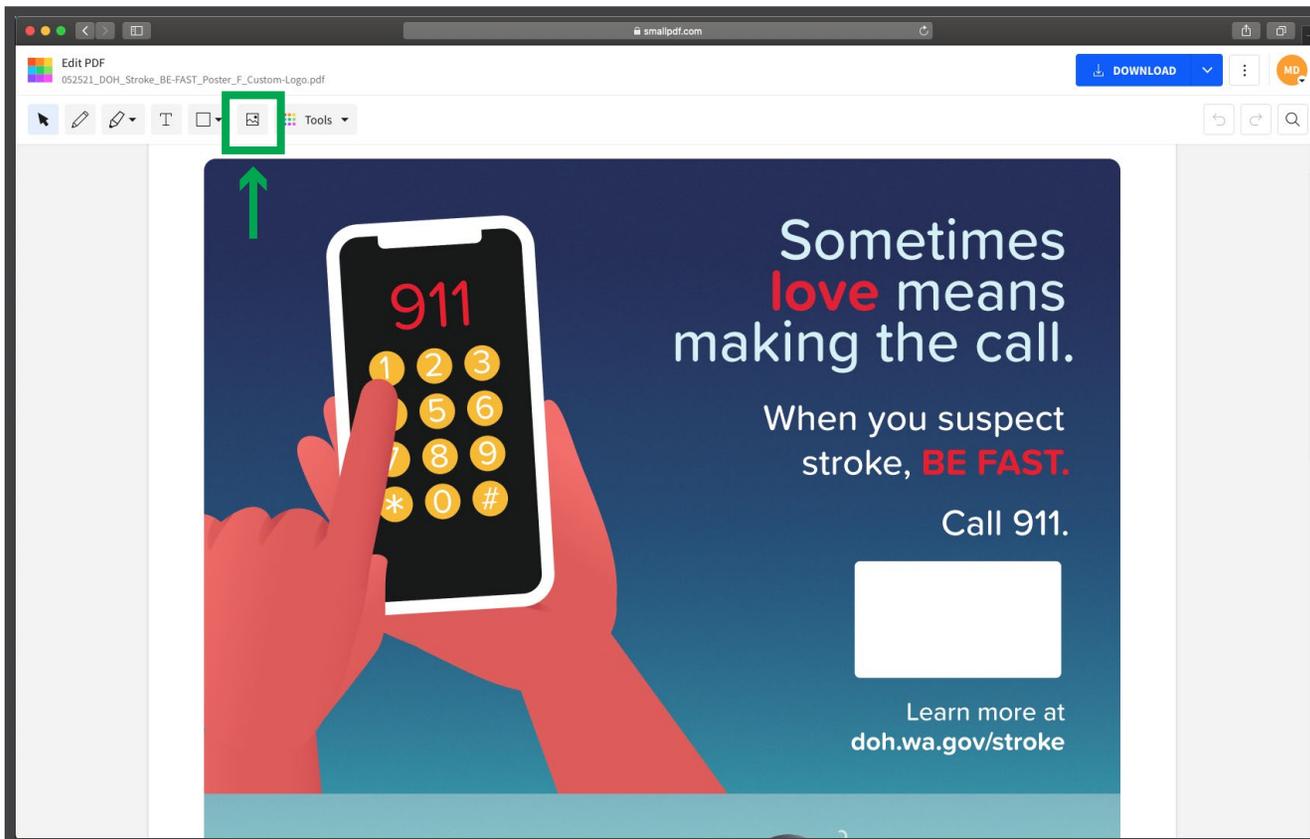
On the homepage, click the button called **“See all tools.”**



Next, click the button called **“Edit PDF.”**

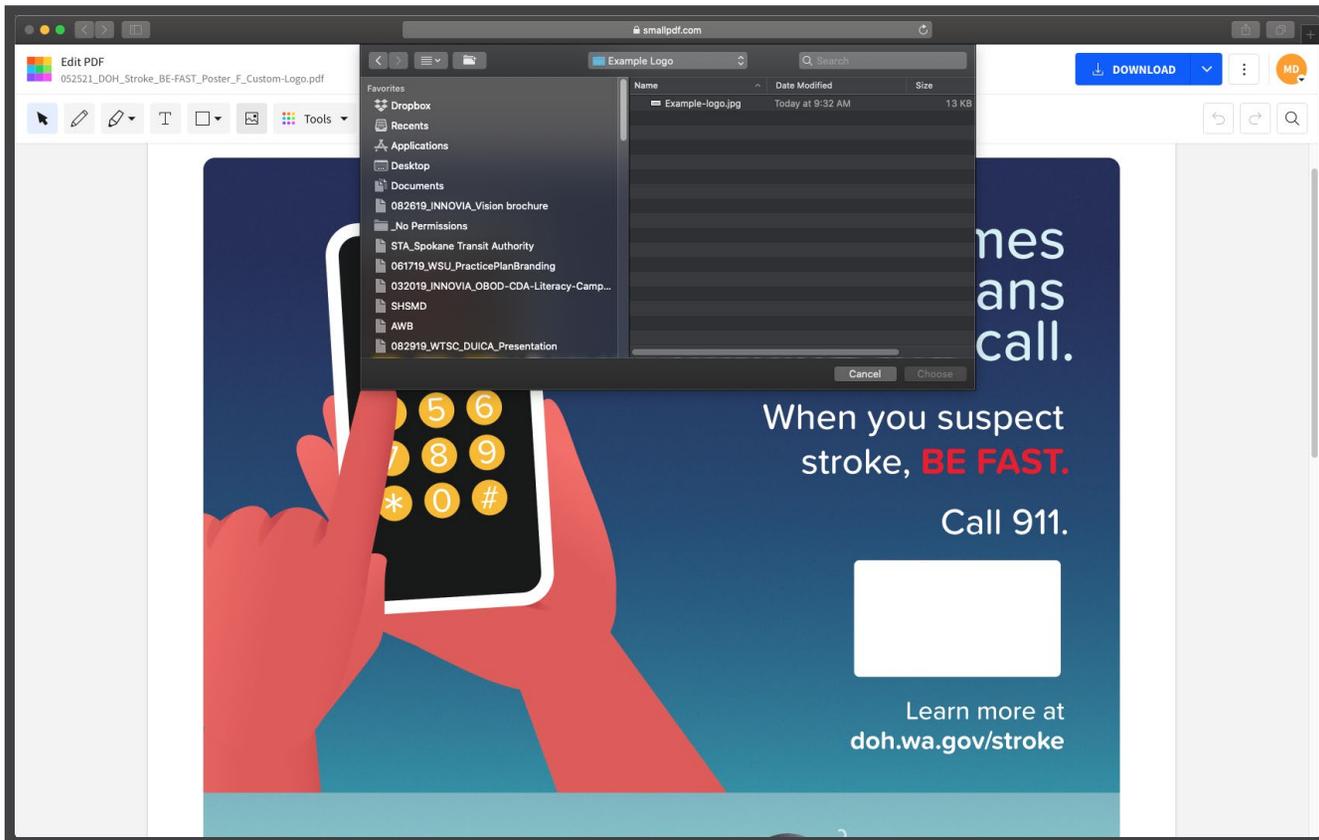


Select the logo file you would like to place in the PDF and click the **“Choose”** button once selected.

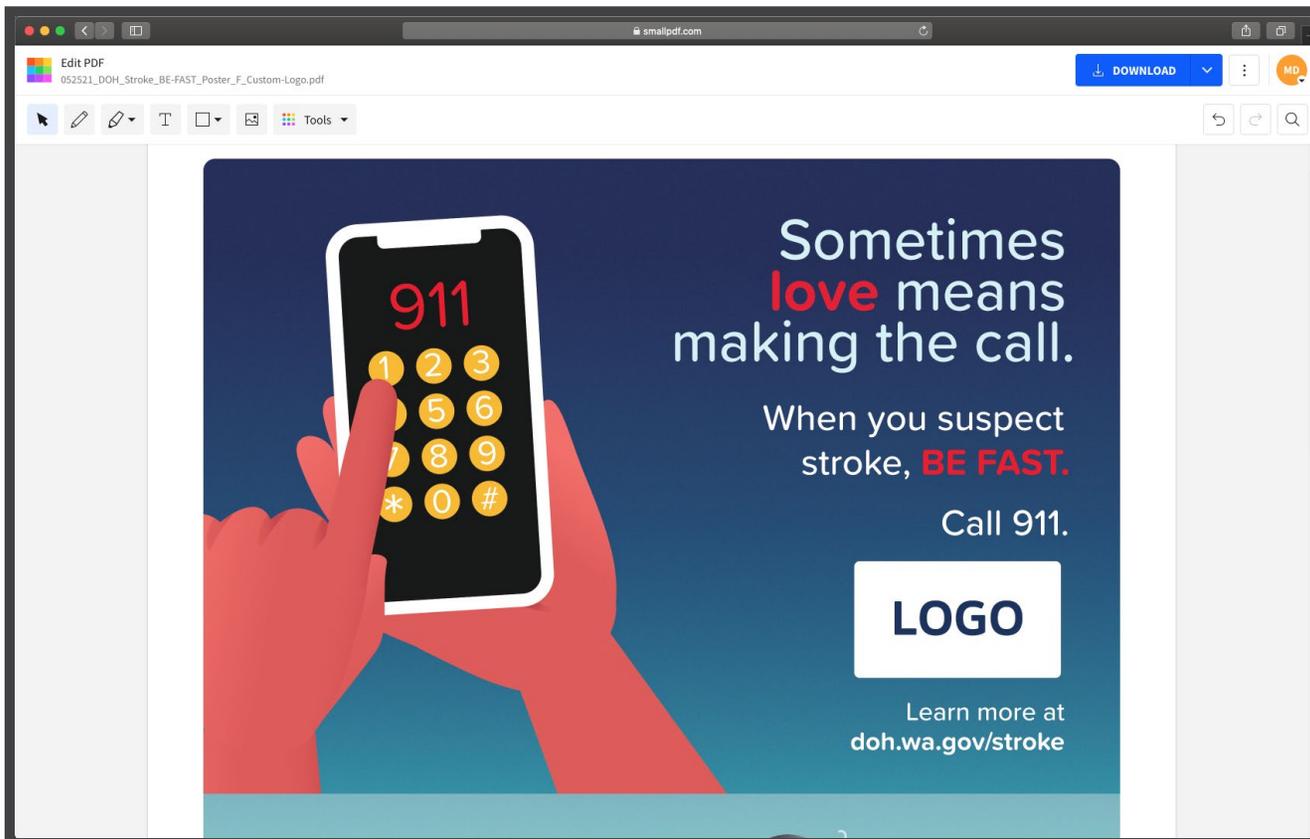


Your PDF will load in the edit screen. Make sure this is the file with “Custom-Logo” in the end of the file name, and a large white box to place the logo into.

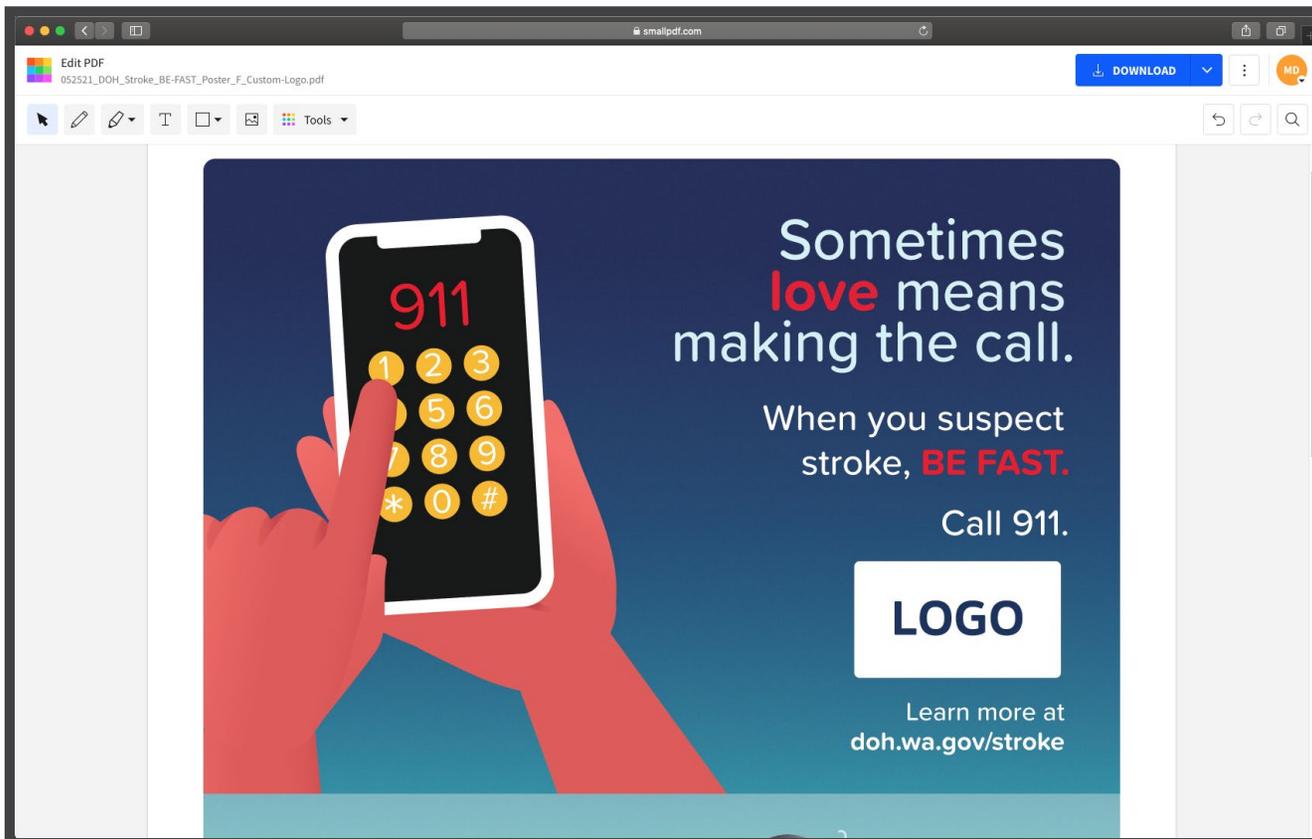
Click on the **image button**, located just to the left of the “Tools” button.



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Click on the screen to place the logo.
Scale down the logo and move it to the center of the white box,
making sure to give it a generous white border all around.



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