

How to Combine ACORD Form Files

Overview

This fact sheet will walk you through the process of merging multiple ACORD fillable forms into one file.
Always use the most current form in the ACORD library.

1. Open the ACORD Forms Portal and select "Eforms" to download your desired Forms files.

Search Results

To download a single form, click on form icon. To download multiple forms, select specific forms or Select All button, then Add Selected to Cart.

Select All Deselect All Add Selected to Cart Add All Active Forms to Cart

Show 10 entries

Form	State	Form Title	FIG	Form Edition	IBM Fillable	Adobe Fillable	Adobe Static	ToolKit	EForms
<input type="checkbox"/>	25	Certificate of Liability Insurance		2016/03					

Page 1 of 1 : Total: 1 : Displayed: 1
Filter applied:

Previous 1 Next



2. Once your Eforms download is complete, a folder with five documents will be available. Select the Acroform version of the document.

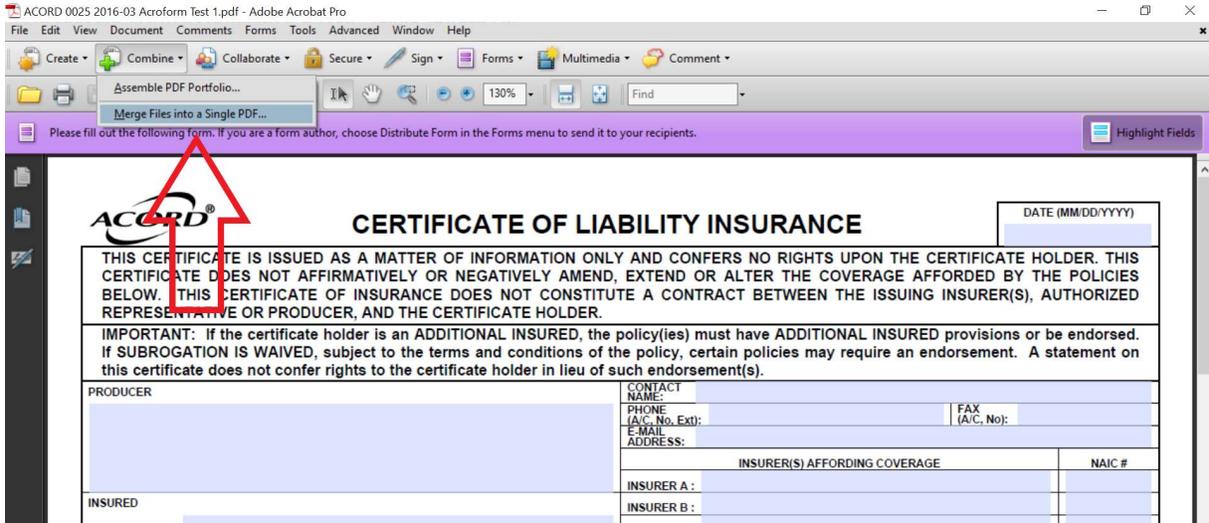
> 25_201603_EForms Search 25_201603_EForms

Name	Type	Compressed size
ACORD 0025 2016-03	PDF Document	
ACORD 0025 2016-03 - Mapping Key	PDF Document	
ACORD 0025 2016-03 - Mapping Li	Microsoft Excel Comma Separ...	
ACORD 0025 2016-03 Acroform	PDF Document	
ACORD 0025 2016-03.xfdl	XFDL File	

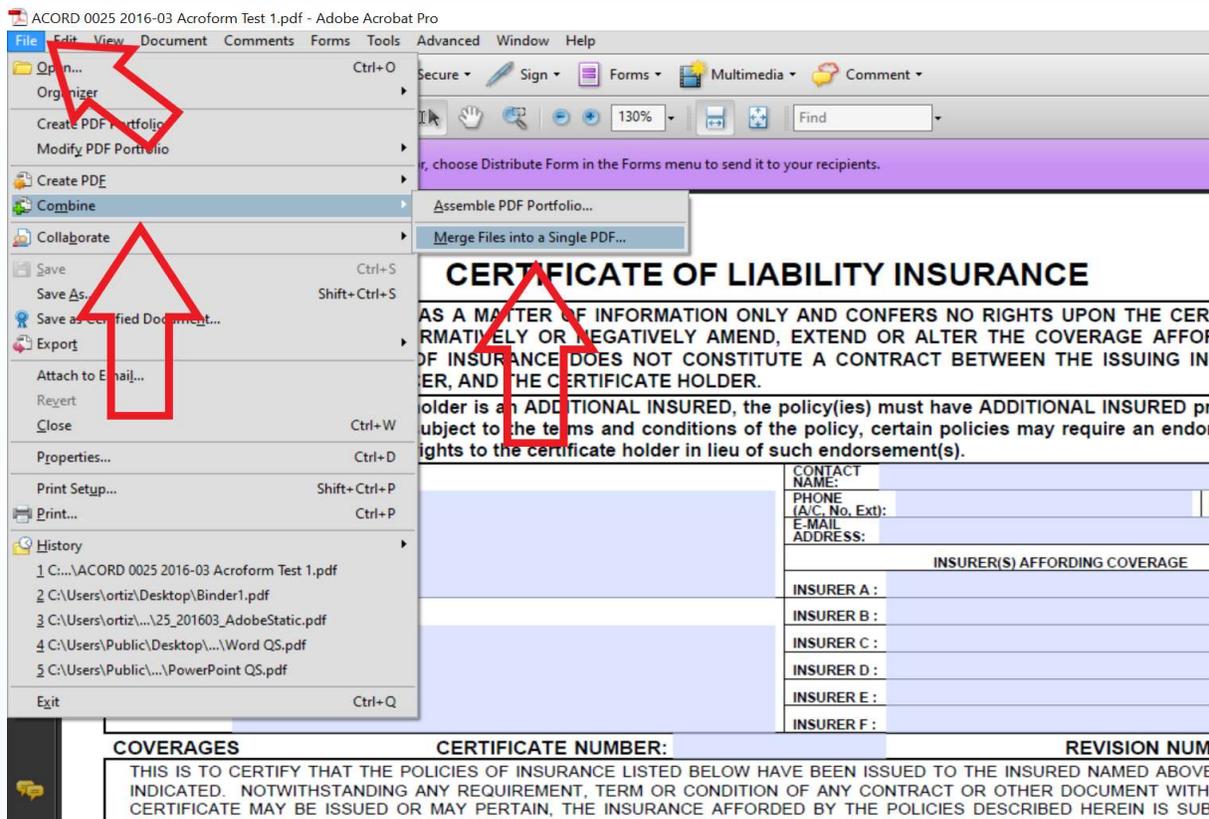


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3. Open the Adobe Acroform Document and select “Combine” from the toolbar. From the dropdown, select “Merge Files into a Single PDF.”

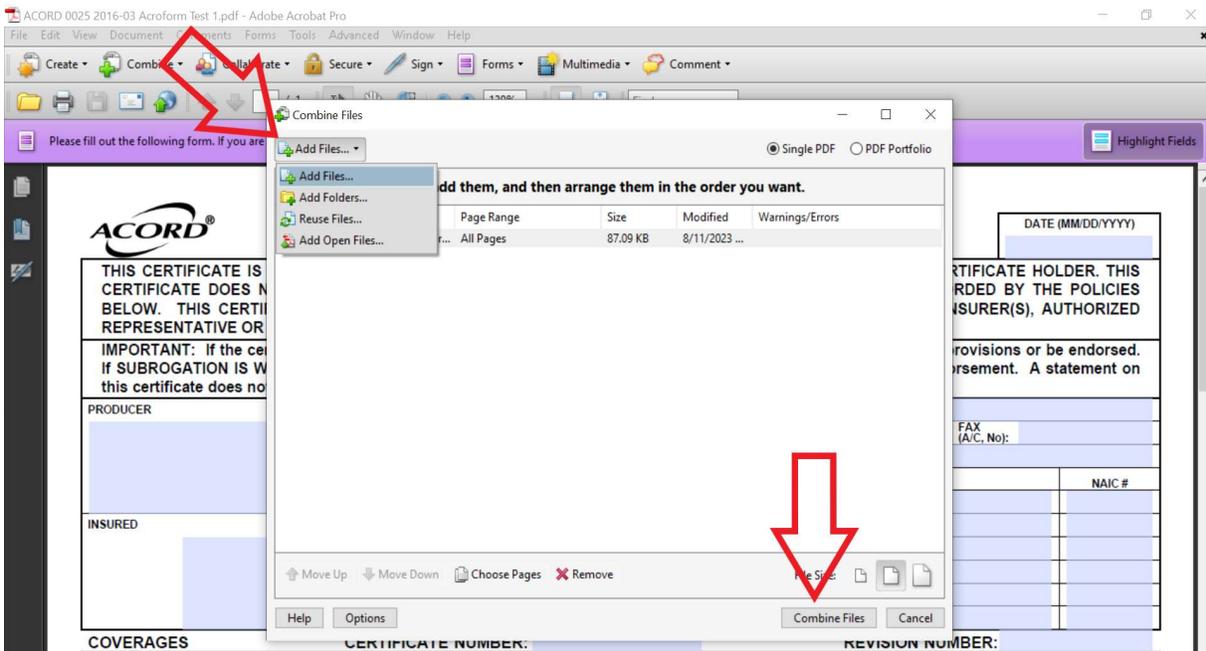


4. Alternatively, if “Combine” is not available as shown above, click the “File” dropdown, then click “Combine,” and select “Merge Files into a Single PDF.”



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5. You can now upload the Forms files you would like to merge by either dragging and dropping them into the pop-up box or selecting “Add Files.” Once you have uploaded your desired documents, click “Combine Files.”



6. Once the files have merged, a pop-up will prompt you to save the new PDF to your computer.

