

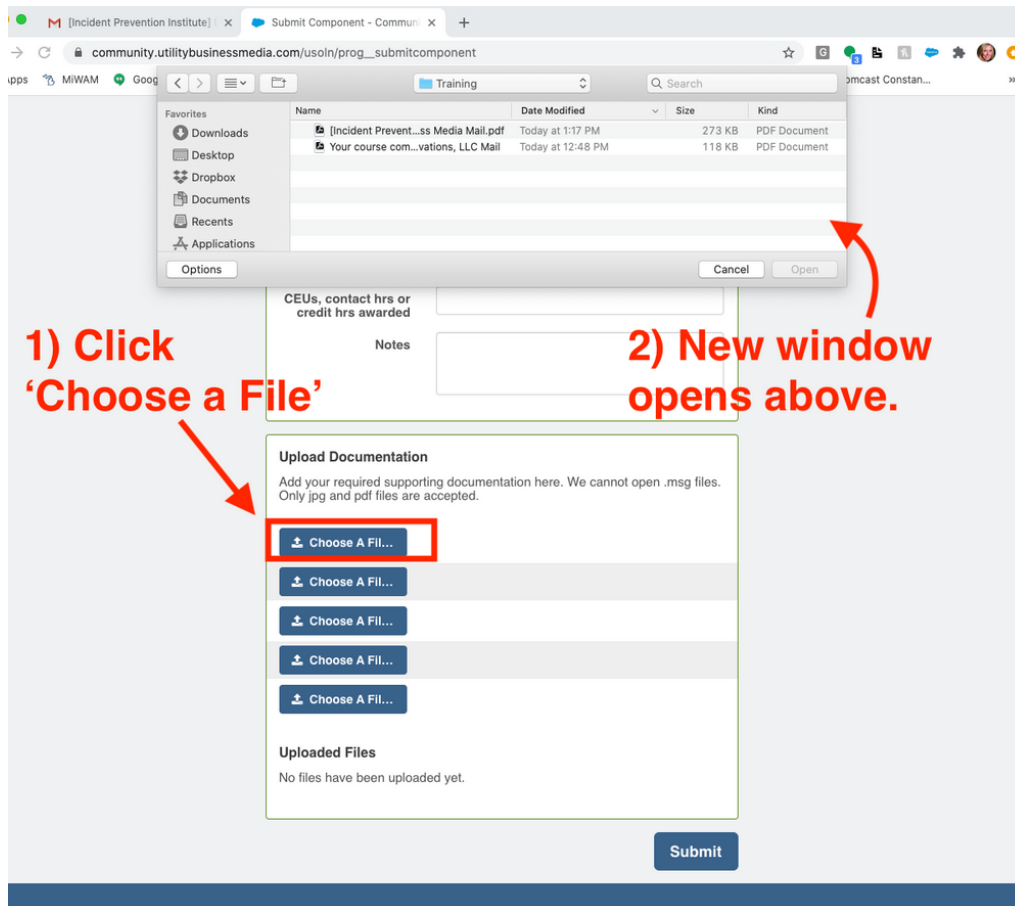
## Upload PDF to your CUSP points request

Confirm the name and location for the PDF file you plan to use as documentation.

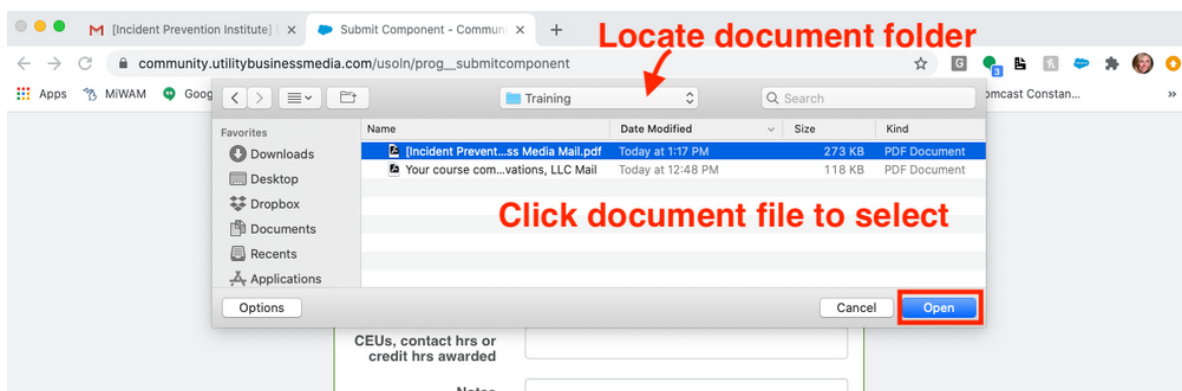
1) Complete the Points Request form up through the documentation section.

Form link: [community.utilitybusinessmedia.com/usoln/prog\\_submitcomponent](https://community.utilitybusinessmedia.com/usoln/prog_submitcomponent)

2) Click 'Choose a File' to begin



3) Locate your file, select it, then click the 'Open' button



4) The document filename is visible inside the button.  
Click "Submit" to complete the file upload.

The screenshot displays a web interface for uploading documents. At the top, the heading "Upload Documentation" is followed by instructions: "Add your required supporting documentation here. We cannot open .msg files. Only jpg and pdf files are accepted." Below this, a list of files is shown. The first file, "Sample Doc...", is highlighted with a red circle, and a red arrow points to it from the text "Document file has been added". To the right of this file is a small green square with a white 'x' icon. Below the first file are four more buttons labeled "Choose A Fil...". To the right of these buttons is the text: "When file upload is successful, the filename is visible inside the blue button and a new green 'x' box is displayed on the right." At the bottom right of the interface, a blue "Submit" button is enclosed in a red rectangular box. Below the main content area, there is a section titled "Uploaded Files" with the text "No files have been uploaded yet."