

WAYS TO SUBMIT 7046 FORMS



U.S. COAST GUARD AUXILIARY DISTRICT 7 RBS PROGRAM VISITORS

THE E-FORMS WAREHOUSE: <http://forms.cgaux.org/email1.php>

Unable to submit the 7046 form directly from the Forms Warehouse site? Try one of these options:

Using a PC product (with Internet Explorer, Edge, Firefox or Chrome browser)

One point of clarification, when you use an e-form, you are not submitting the data directly to AUXDATA, but rather to your IS Officer who enters the data manually into AUXDATA. The e-form is just a more convenient way to submit your activity report to the IS Officer than the process of printing, scanning and emailing the form. Either way, the data has to be reviewed by the IS Officer for accuracy and entered into AUXDATA.



Submit form 7046 directly from your browser or use one of these tried and true “Old School” method of delivery:



1. Open the 7046 form, complete the fillable blocks, print the completed form
 - a. Hand it to your FSO-IS at a meeting
 - b. Mail or fax it to your FSO-IS
2. Complete a paper copy of form 7046 with your PV activities
 - a. Hand it to your FSO-IS at a meeting
 - b. Mail or fax it to your FSO-IS
3. Send an email to your FSO-IS with your PV activities listed. Be sure to let FSO-IS know that you are not able to submit via normal e-form process.



Using a MAC product, try one or both of these suggestions

Contributor: Larry Lassise, FSO-PV Flotilla 56

1. Open the 7046 form link in Adobe Acrobat
2. Enter the data into the fillable boxes
3. Once filled out save a screen shot and name it.
4. Use the Adobe email prompt (upper left)
5. Send copy to FSO-IS and CC yourself
6. Save the template for future activity.

Alternate method:

1. Google ANSC 7046
2. Use an Adobe fillable 7046
3. Once data is filled out, use the Safari > File (located on the upper screen).
4. Select Export as PDF in the File drop down window.
5. Save location - Desk Top
6. It'll now be a PDF doc on your home screen.
7. Compose an email and download the file attachment you just saved to your home screen; then send to FSO-IS and self CC.

Whatever option you choose, be sure to check AuxInfo for your visits!