

When trying to use the expense claim form, some people may experience a compatibility issue with the form and the default pdf viewer.

**Resolution:**

When trying to open a form on the site if you see the following message:

## Please wait...

If this message is not eventually replaced by the proper contents of the document, your PDF viewer may not be able to display this type of document.

You can upgrade to the latest version of Adobe Reader for Windows®, Mac, or Linux® by visiting [http://www.adobe.com/go/reader\\_download](http://www.adobe.com/go/reader_download).

For more assistance with Adobe Reader visit <http://www.adobe.com/go/acrreader>.

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Then the simplest resolution is to install Adobe Reader from <https://get.adobe.com/reader/> then download the form to a location on your hard drive, right click on the file and choose open with, then select Adobe Reader from the list.

