(EN) How I can attach documentation to an already realised application?

Electronic Administration -

If you want to attach documentation to a request, please follow the steps below:

1. Access your personal site.

2. For each of the files you want to attach:
   a. Search for your request (probably the first one if it was the last shipment made) and display the "Actions" option on the same line.
   b. Select "Attach".
   c. Attach the documentation.
   d. In the field of observations, describe the documentation provided.
   e. Send

If the option to attach is not available, you must contact the center responsible for your request.

If you encounter problems in attaching the documentation at the time of making the request, send the application without further delay but without attaching a document, as it may attach the documentation later through another form. Here, please follow the steps below:

1. Access the call.
2. Fill in the form with your data WITHOUT ATTACHING the documentation and press the "Send" button.
3. Keep the PDF of accusation and go to the list of your shipments.
4. Find your request (probably the first one, since it is the last shipment made) and display the “Actions” option on the same line.

5. Select “Attach”.

6. Attach the documentation.

7. In the field of observations, describe the documentation provided.

8. Send.