

## INSTRUCTIONS FOR CREATING SUBFORM: 4.6-DEM-Annual

**Follow these steps to create the form fields:**

### **STEP 1: Create a Single Select field**

**Contractor:** TORFI

**Description:** 4.6-A-DEM-4: Check control box for dirt, debris, and/or loose terminations. Clean and tighten electrical connections as needed.

**Options:** Yes, No

### **STEP 2: Create a Single Select field**

**Contractor:** TORFI

**Description:** 4.6-A-DEM-5: Check to see that software and backup of digital control program is current. Update when it is not current.

**Options:** Yes, No