Saving Excel 2007/2010 documents in an earlier version format.

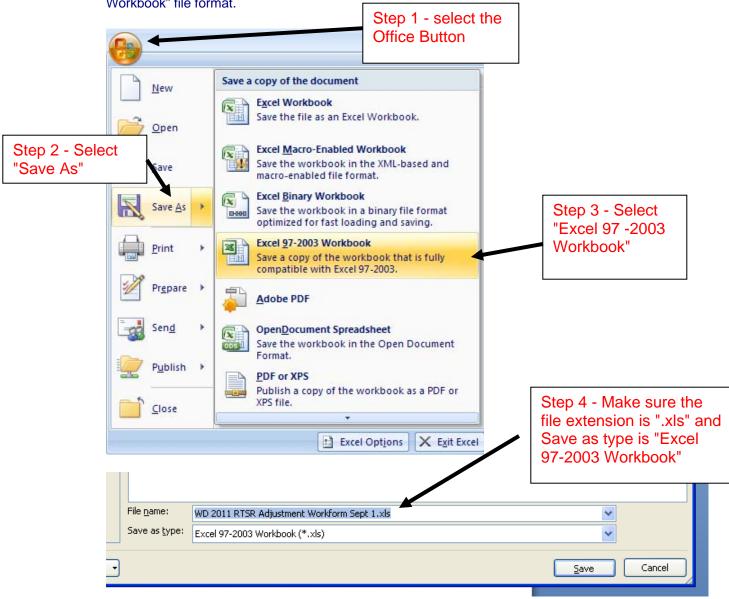
Earlier this year the Board installed a new RESS file upload software to enable large files i.e. up to 35MB in size.

The current standard for RESS submissions is PDF format or XLS for Excel spreadsheets.

Hence the new RESS file upload software will not accept any higher level than Excel 2003 (.XLS) file extension.

Applicants using Excel 2007 or higher are therefore required to convert their Excel workbooks to an "Excel 97-2003 Workbook" file format.

The following shows the steps to convert your application workbooks to an "Excel 97-2003 Workbook" file format.



	Step 5 - Select "Yes"	
Microsoft Offi	ice Excel	
• Rel • Inc • Use	ference cells outside of the row and colum Jude functions that are not supported in a	earlier version of Excel earlier version of Excel (such as greater than 7 levels of nesting) nen this workbook is opened?