

**Attachment guidelines:**

1. The maximum file size for attachments is 10 MB.
2. For best results, attachments should be A4 size and in portrait orientation (not landscape).
3. You can attach images (Jpeg, JPG, PNG) or PDF files.
4. Do not use Arabic letters, special characters or punctuation in file names.
5. To take a picture of your documents with a mobile device or tablet, please place the document on a flat surface with bright lighting, and hold the device directly above the document to avoid distorting the image.