# How to Download a Word Document Version of the Solicitation via SAP Business Network Discovery

1. When viewing a solicitation in SAP Business Network Discovery, click Print Event Information.

2. The file will then download. To view, click the downloaded file.

3. The solicitation document will then open as a Microsoft Word Document.
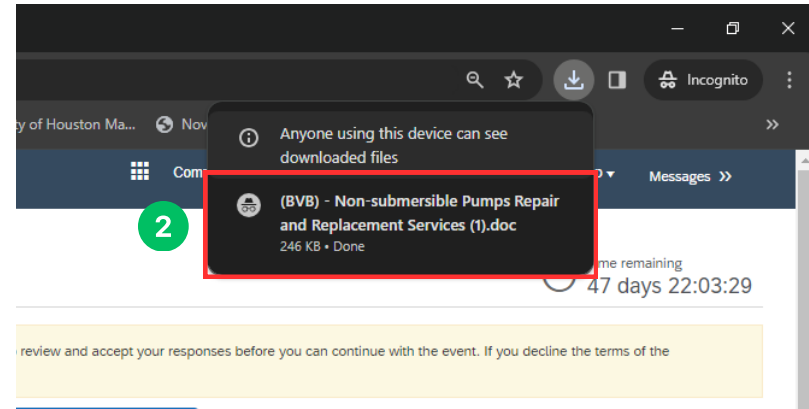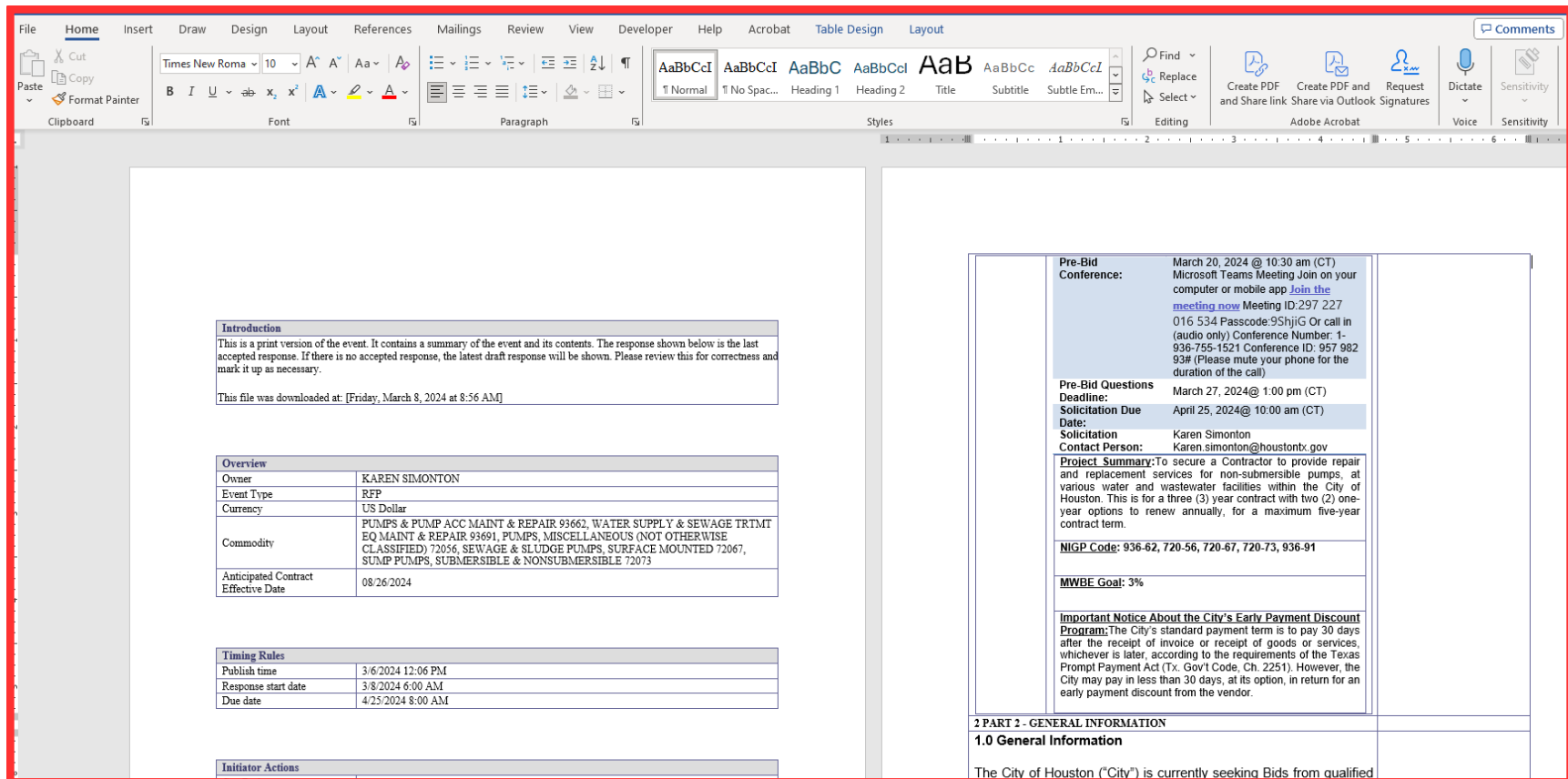
You may save and print a copy however, all responses should be submitted electronically via SAP Business Network.