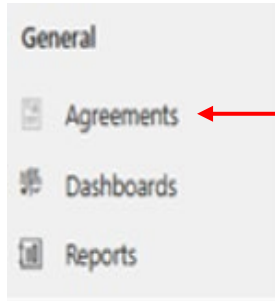




# How to obtain a copy of the work offer

# Obtaining a copy of your work offer



1. From your Apttus portal home page on the navigation bar, select agreements

2. Click on agreement name hyperlink

<input type="checkbox"/>	Status ▾	Record Type ▾	Vendor ▾	Business ... ▾	Agreement Num... ▾	Agreement Name ↑ ▾
<input type="checkbox"/>	Activated	Work Offer for ...	NOBEL ENERGY AMERICAS ...	LA GRANG...	112205116	<a href="#">112205116-Work Offer for Service-NOBEL ENERGY AMERICAS LLC</a>

3. Select vendor documents

112205116-Work Offer for Service-NOBEL ENERGY AMERICAS LLC - Saved  
Agreement

General Employee Onboarding for Time En... Time Sheets Child Agreements Audit History Vendor Pre-Qualification **Vendor Documents** Related ▾

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Agreement Documents

[112205116-Work Offer for Service-NOBEL ENERGY AMERICAS LLC\\_signed.pdf](#)

4. Click on pdf hyperlink, to launch a copy of the work offer