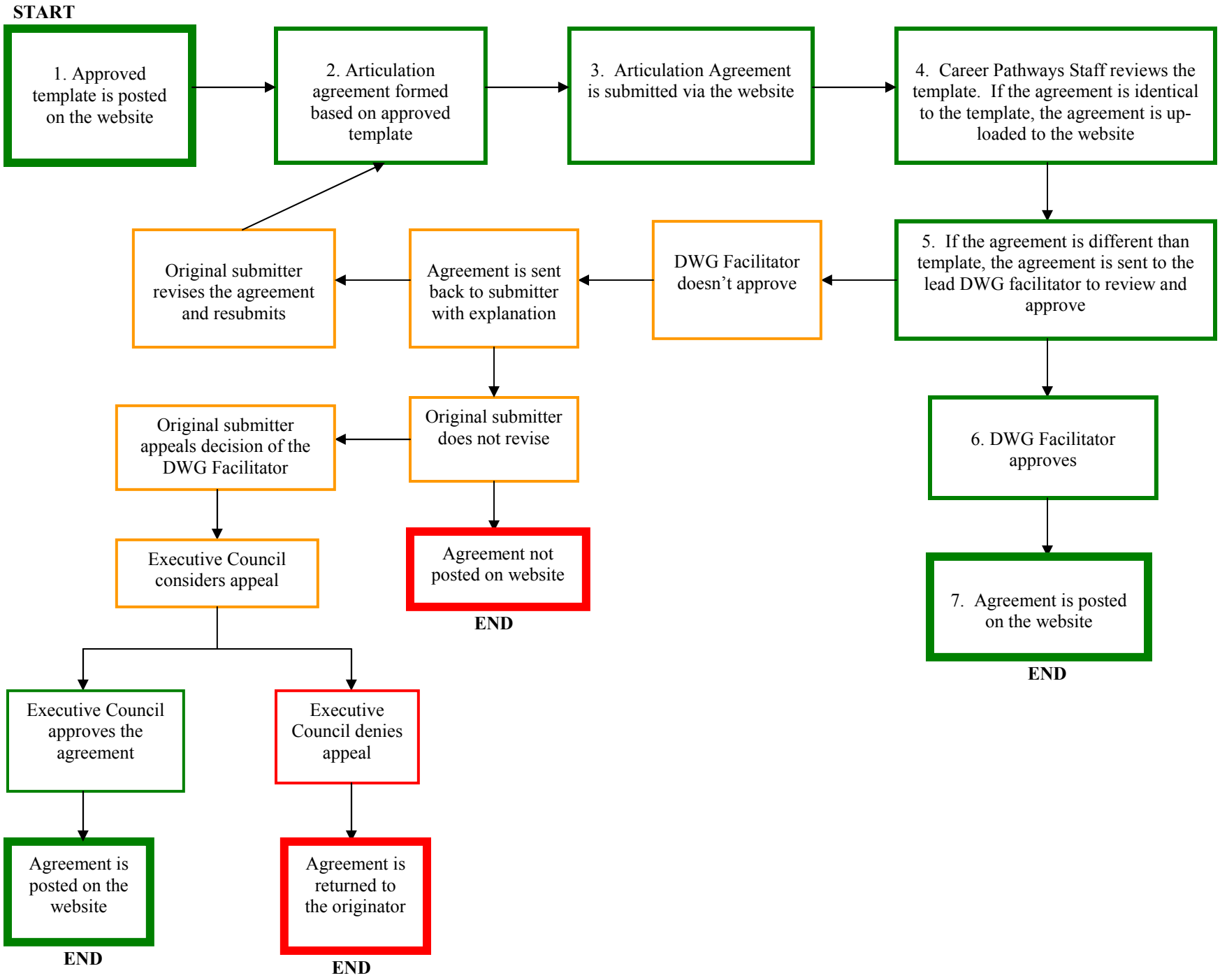ARTICULATION AGREEMENT SUBMISSION PROCESS