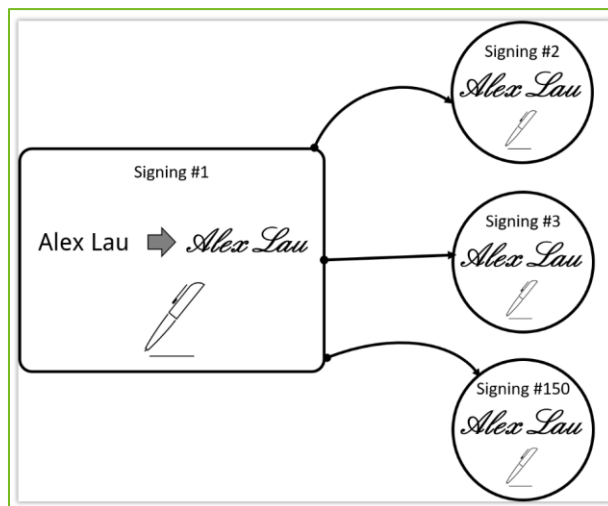


Authentisign: Create a Signature

You can customize the appearance of your digital signature for use in Authentisign signings. Your digital signature is linked to your unique combination of first name, last name, and email address in your TransactionDesk user profile. This ensures that the digital signature you create remains associated with your TransactionDesk account. For teams that use the same email address, as long as your first and last names are not identical, each team member can create and retain a unique digital signature.

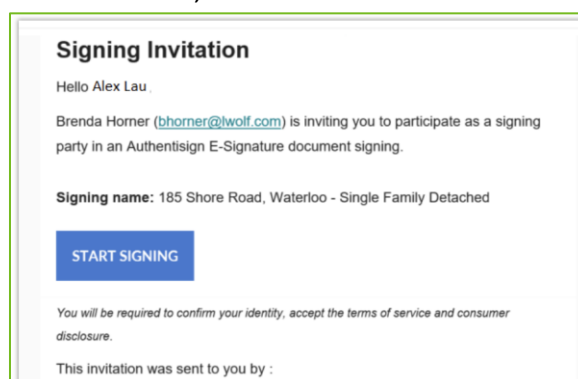
In TransactionDesk, you don't need to customize your signature in advance. Instead, when you receive your first signing invitation via email, you're guided through setting up your signature. The system remembers this signature, which is linked to your TransactionDesk account. The signature you set up in that first signing can then be easily reused in as many future signings as you need, giving you the confidence that your signature is always ready for use.



You can review and set up your signature at every signing, so if you need to change its appearance or content, you can do so without hassle. This flexibility ensures that your signature always reflects your current needs and preferences, making your signing experience more personalized and comfortable.

Steps

1. When you receive a signing invitation email, click START SIGNING.



Signing Invitation

Hello Alex Lau,

Brenda Horner (bhorner@twolf.com) is inviting you to participate as a signing party in an Authentisign E-Signature document signing.

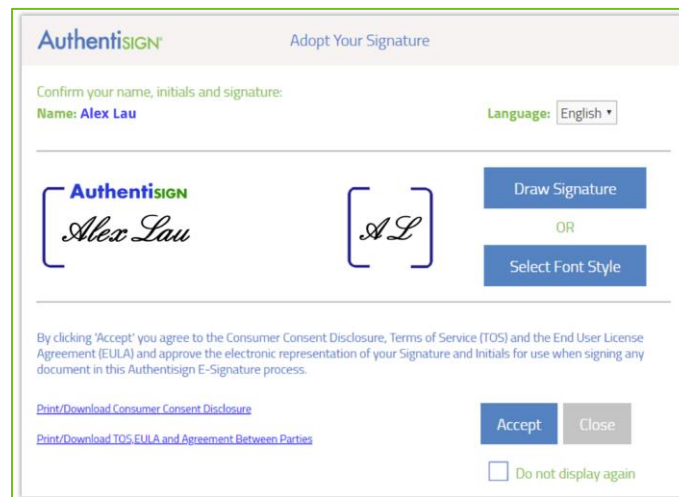
Signing name: 185 Shore Road, Waterloo - Single Family Detached

START SIGNING

You will be required to confirm your identity, accept the terms of service and consumer disclosure.

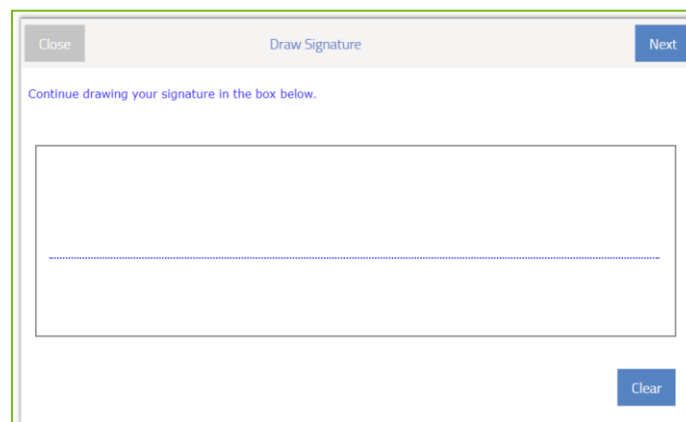
This invitation was sent to you by :

The Adopt Your Signature window opens.



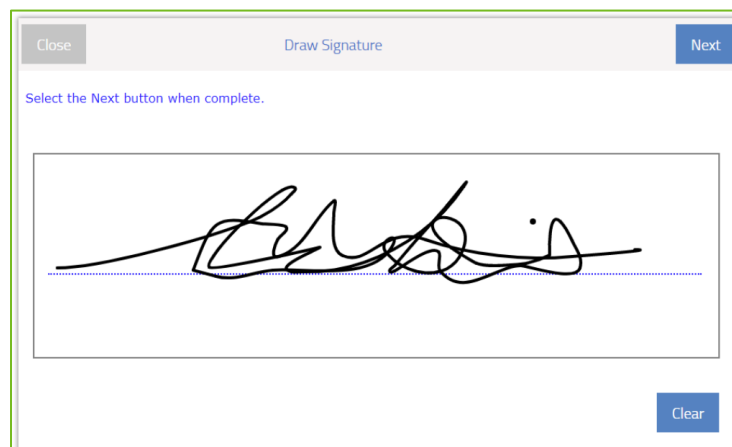
The 'Adopt Your Signature' window in AuthentiSIGN. It prompts the user to confirm their name and signature. The name 'Alex Lau' is displayed. A language dropdown is set to 'English'. Two options are shown: a signature image of 'Alex Lau' and a box containing the initials 'AL'. Buttons for 'Draw Signature' and 'Select Font Style' are available. Below, there is a disclaimer about the Consumer Consent Disclosure, Terms of Service (TOS), and End User License Agreement (EULA), with links to download these documents. 'Accept' and 'Close' buttons are at the bottom, along with a checkbox for 'Do not display again'.

2. If you need to draw your digital signature, click Draw Signature. The Draw Signature window opens.



The 'Draw Signature' window. It has a 'Close' button on the top left and a 'Next' button on the top right. The instruction 'Continue drawing your signature in the box below.' is at the top. A large empty rectangular box is provided for drawing the signature. A 'Clear' button is located at the bottom right.

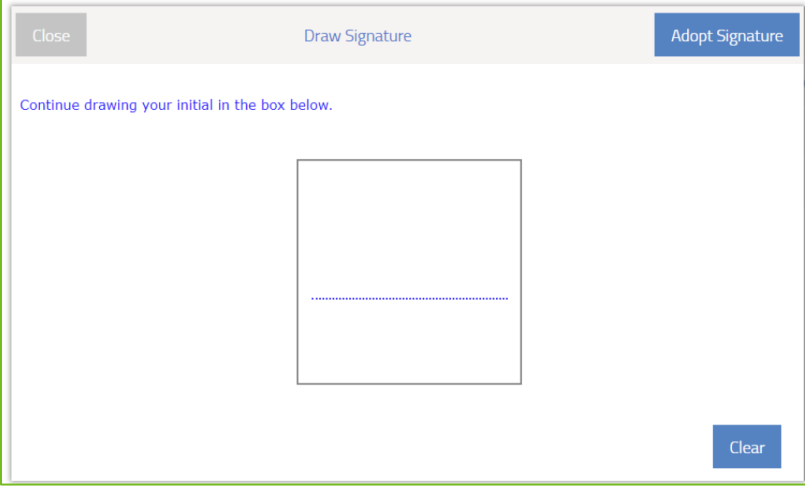
3. Draw your signature in the available box.



The 'Draw Signature' window after a signature has been drawn. The signature is a cursive 'Alex Lau' written in black ink within the large box. The 'Close' and 'Next' buttons are at the top, and the 'Clear' button is at the bottom right. The instruction 'Select the Next button when complete.' is displayed above the signature box.

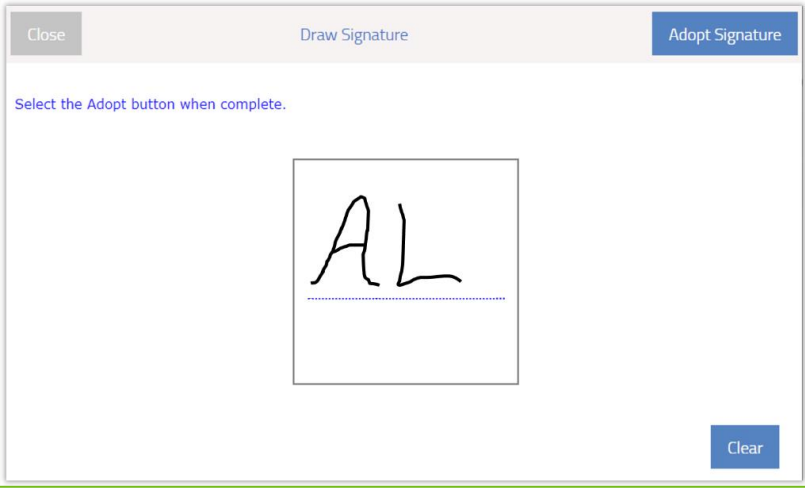
Note: If you are using a mobile device, use the touchscreen to draw your signature.

4. When you are finished drawing your signature, click Next. You are prompted to draw your initials.



The screenshot shows a web application window titled "Draw Signature". At the top left is a "Close" button, and at the top right is an "Adopt Signature" button. Below the title bar, the text "Continue drawing your initial in the box below." is displayed. In the center of the window is a large square box with a horizontal dashed line near the bottom. A "Clear" button is located in the bottom right corner of the window.

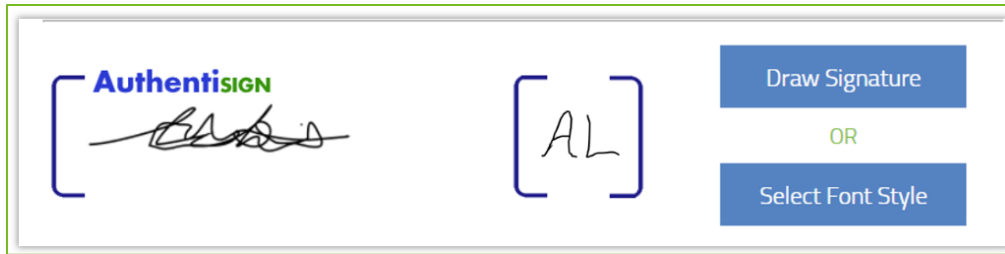
5. Draw your initials in the available box.



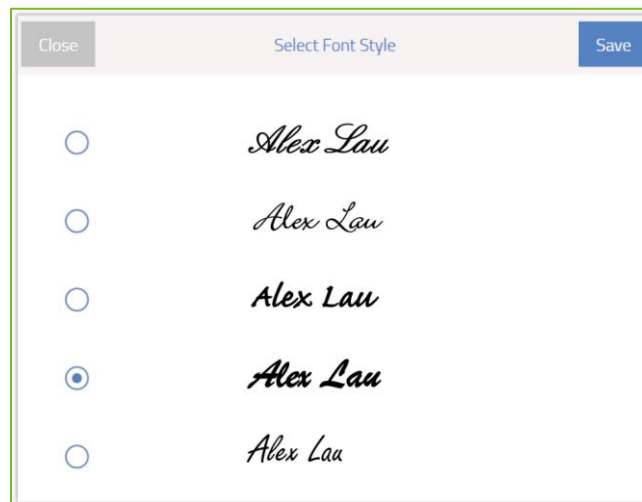
The screenshot shows the same "Draw Signature" window. The text now reads "Select the Adopt button when complete." The large square box in the center contains the handwritten initials "AL" above the horizontal dashed line. The "Clear" button remains in the bottom right corner.

Note: Using a mobile device, use the touchscreen to draw your initials.

6. When you are finished drawing your initials, click Adopt Signature. The Adopt Your Signature window opens. Your signature and initials are updated to reflect your drawings.

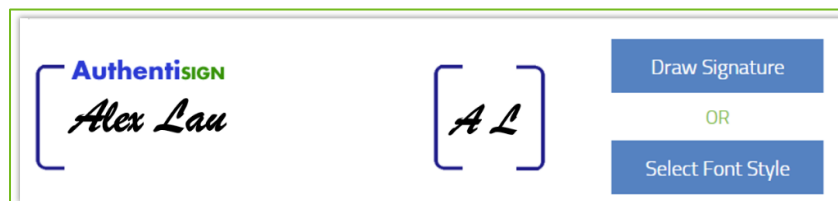


- If you need to type your signature and use a font other than the default font, click Select Font Style. The Select Font Style window opens.

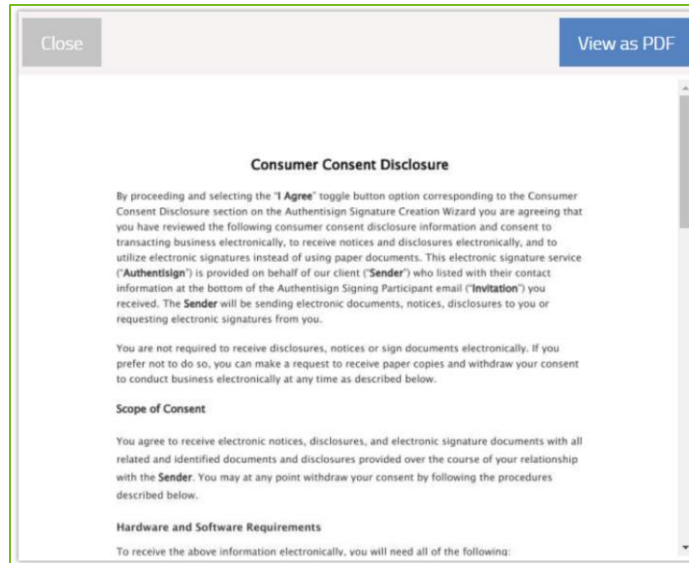


Note: You cannot simultaneously use a typed and drawn signature and initials. It must be one or the other.

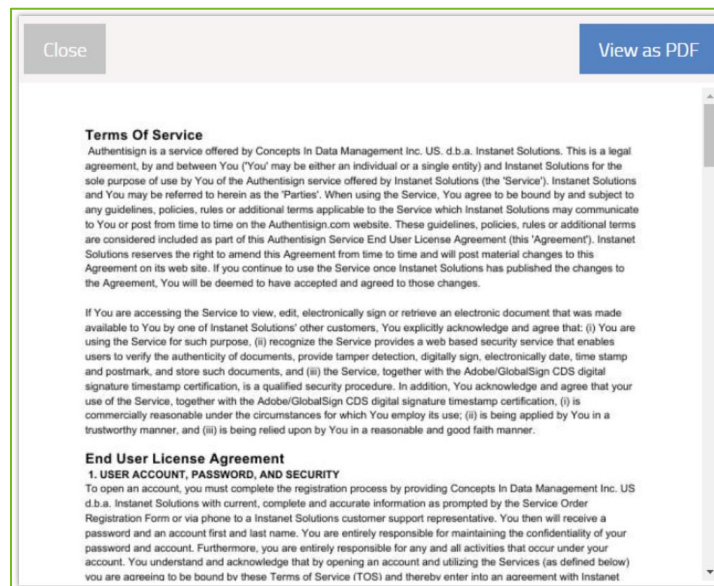
- Click your preferred font style, and then click Save. The Adopt Your Signature window opens. Your digital signature and initials are updated to reflect your font selection.



- If you need to view the Consumer Consent Disclosure for this signing, click Print/Download Consumer Consent Disclosure. The Consumer Consent Disclosure window opens.



10. Optional: Click Print/Download TOS, EULA, and Agreement Between Parties if you need to view the Terms of Service, End User License Agreement, or Agreement Between Parties document for this signing. The Terms of Service window opens.



11. When you are finished setting up your digital signature and are ready to continue signing, click Accept. The digital signature is applied to your signing and all future signings associated with your user profile until you update it.

Note: If you are not prompted to create your signature when accessing the signing, you can either clear the cache in your browser and go back into the signing from the email invitation or, once in the signing, you can select Options > Create Signature.

AuthentiSIGN®
Progress: 0%
Start
Reject
Exit

AuthentiSIGN ID: F170258AC722-0416-803D-0B7A83C45EE
GEORGIA MLS SINGLE FAMILY DETACHED (SD) INPUT SHEET
Paragon®
Page 1 of 4

Type:SD
Property Address 185 Shore Road Listing Number
City Waterloo State MO ZIP 191 List Date/Expire Date 3/3/2020
Office Name 1ST APPRAISAL SOLUTIONS & PROP Agent Name Brenda Worner
Office Name (2) Agent Name (2)

Location
State County Address
Street Number 185 Street Name Shore Road
Unit/Lot Number City Waterloo Zip MO
Subdivision
Subdivision or corporate name, if no subdivision enter NONE

Terms
Listing Agreement Type
- Exclusive Agency
- Exclusive Right to Sell
List Date 3/3/2020 Expire Date
List Price \$ 899990
List Broker 1.798
List Agent ID
List Agent 2 ID
Owner Name
Owner of record
Owner Phone

View Disclosure
View CCD
View History
Print/Download
Create Signature

ZOOM
Page (1 of 4)
Options
Help