

## **How to Sign and Return Waiver**

From Apple Iphone:

1. Open PDF from email
2. In right hand corner press mark-up button (Circle with pen tip)
3. Zoom in on area that needs signature. Be sure to use two fingers as not to mark-up document.
4. Once you have the signature area you can select the pen which is the furthest to the left.
5. Using one finger, sign the signature box.
6. Once document is signed hit done, then new message. This will allow you to send the signed document through email

From Docusign:

1. Download Docusign from App Store
2. Create Account with free trail
3. Open PDF
4. Hit Upload/Share button at bottom left hand corner
5. Scroll down to “Sign with DocuSign”
6. Once document loads in Docusign, Press and hold with one finger on signature block
7. Task bar will pop-up and press sign
8. You can move signature and make signature larger
9. Press finish and then hit email

Print and Sign:

1. Print PDF
2. Sign the document
3. To send back:
  - a. Take a photo with your phone and email photo
  - b. Scan document back onto your computer to email signed document