

Adobe PDF - Electronic Signatures

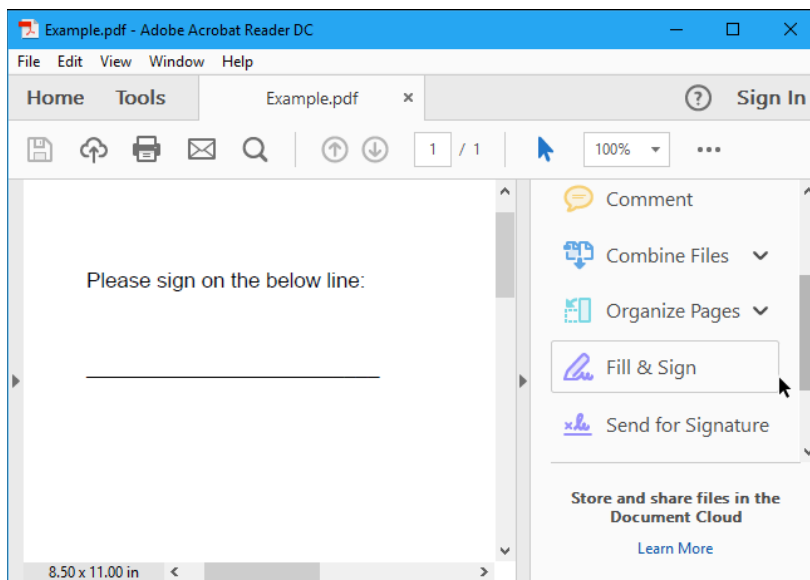
WINDOWS Users

- Our forms are saved in Adobe PDF format. You must have Adobe Acrobat Reader installed to view the attachments. To get a **free copy** of the Adobe Acrobat Reader, go to the Adobe website and download (<http://get.adobe.com/reader/>). Please note that Adobe Acrobat Reader DC is free, the PRO version is not.
- Once installed, open your registration documents using Acrobat Reader DC. You will then be able to fill in your forms by typing words into the information fields and digitally signing the pages that require your signatures. **To sign your pages please do the following:**

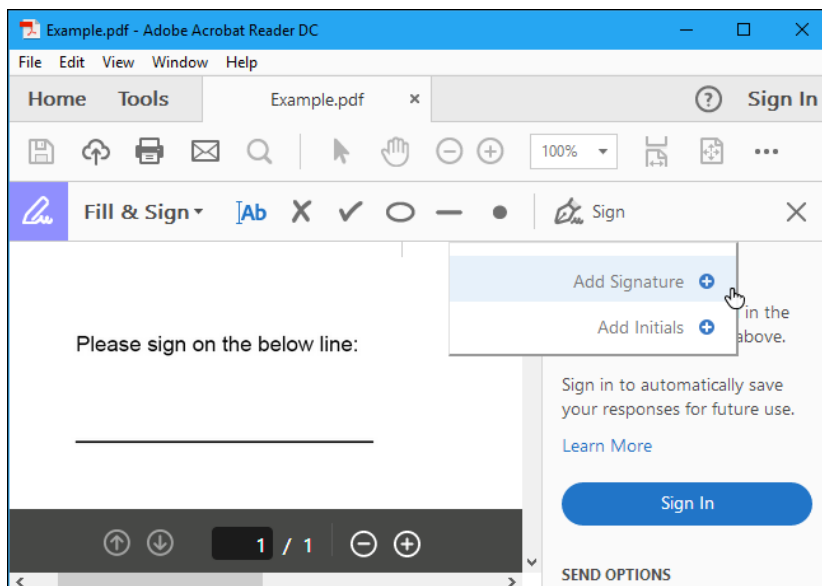
Digitally Sign PDF Documents

To sign a document using Adobe Reader.

1. Open the PDF document in the [Adobe Acrobat Reader DC](#) application.
2. Click the **“Fill & Sign”** button in the right pane.



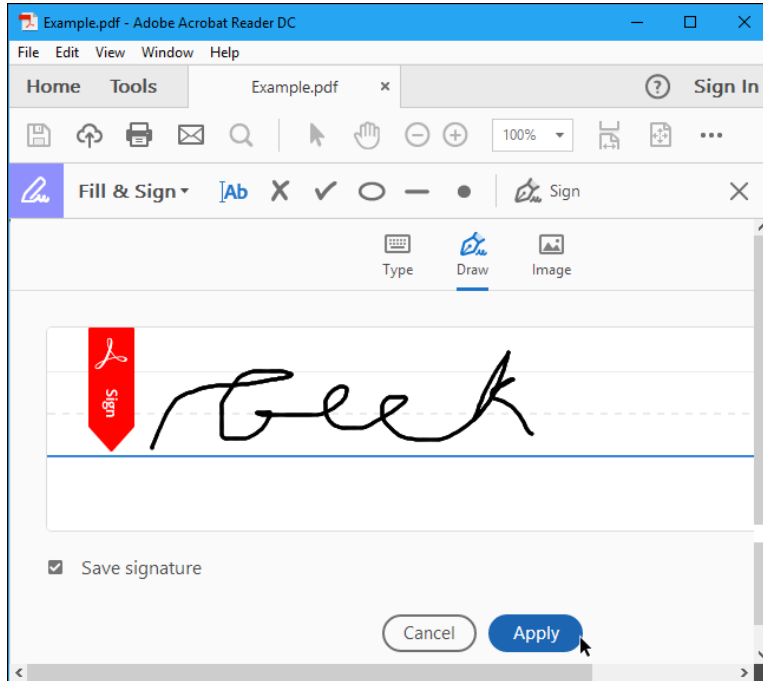
3. Click the **“Sign”** button on the toolbar and select **“Add Signature”** to add your signature to Adobe Acrobat Reader DC.



To create a signature:

1. Select **“Draw”** and then draw your signature using your mouse or a touch screen.

After creating a signature, click **“Apply”** to apply it to the document. Leave **“Save Signature”** checked, and you can quickly add this signature in the future.



Position your signature where you want it on the document using your mouse and **click to apply it**. If you chose to save your signature, you'll find it easily accessible in the **“Sign”** menu to reuse in the future.