

# Adobe PDF - Electronic Signatures


## MAC Users

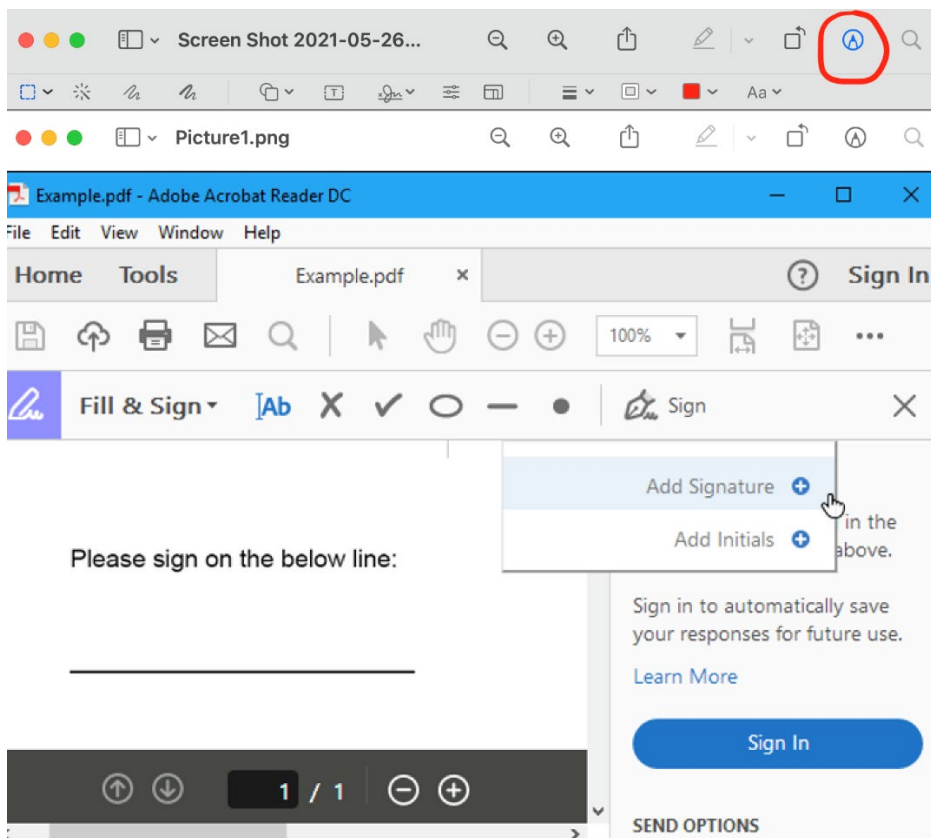
- Our forms are saved in Adobe PDF format. You must have Adobe Acrobat Reader installed to view the attachments. To get a **free copy** of the Adobe Acrobat Reader, go to the Adobe website and download (<http://get.adobe.com/reader/>). Please note that Adobe Acrobat Reader DC is free, the PRO version 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

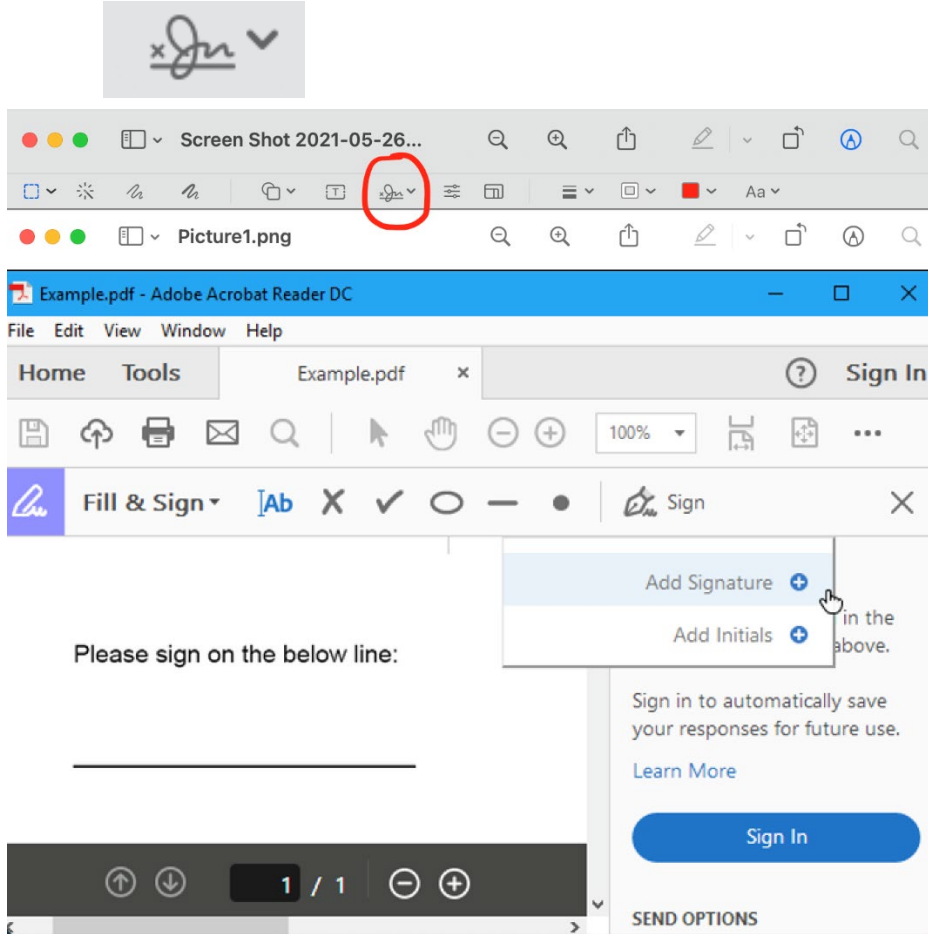
On Mac computers, users have the ability to add signatures in the **Preview** app. To complete your forms on a Mac device, please follow the steps below:

To sign a document using Preview,

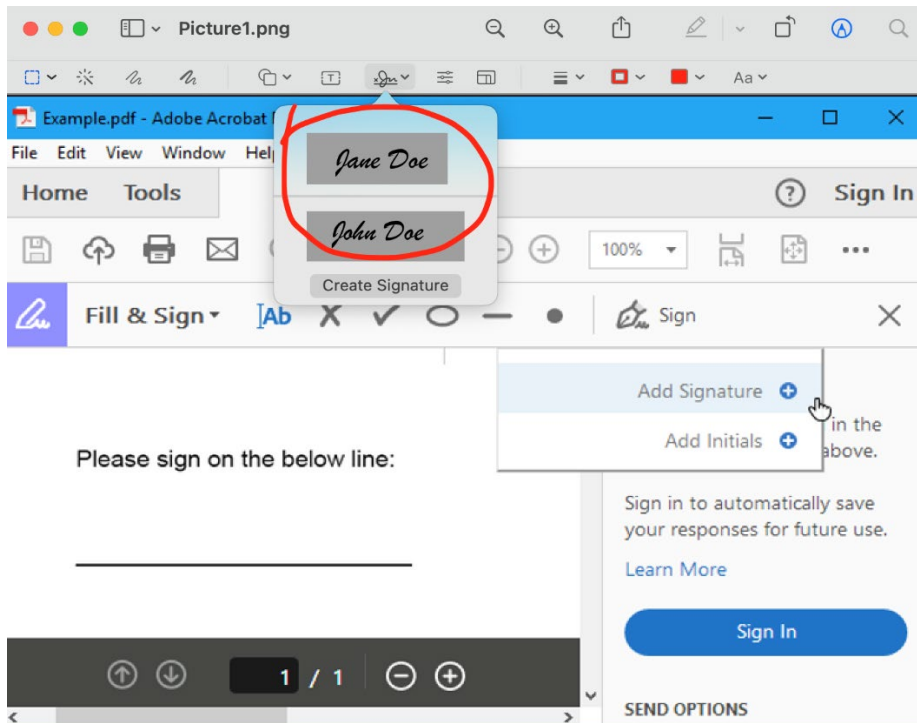
1. Open the PDF document in the Preview application.
2. Click the “**Markup**” button in the top pane, which appears as this icon , and the Markup Toolbar will appear.




3. In the centre of the Markup Toolbar, click the Sign button, which will appear as this icon

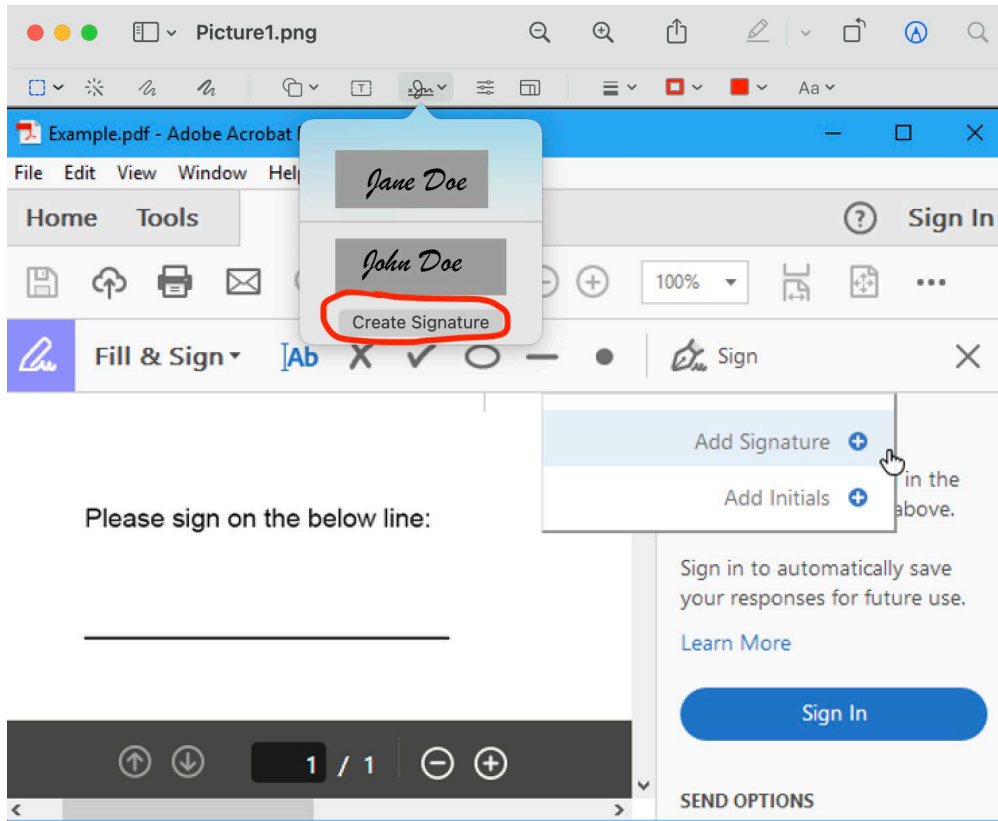


4. If you already have a signature saved in this application, you can continue by selecting the appropriate signature to add the document.



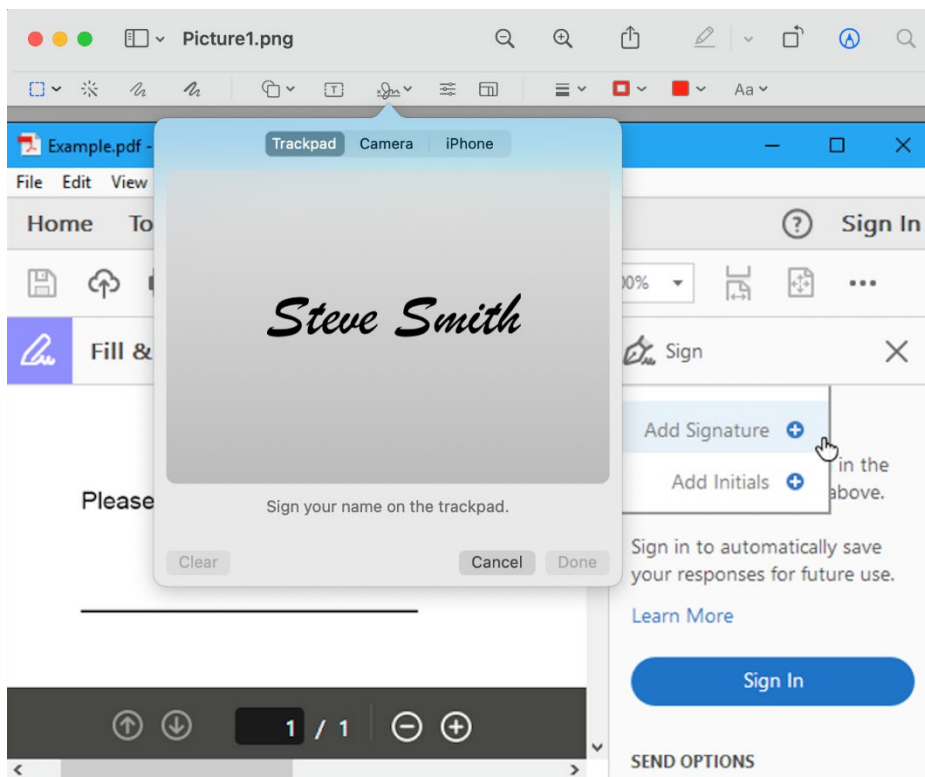
5. To create a new signature, you should

- a. Click the  icon

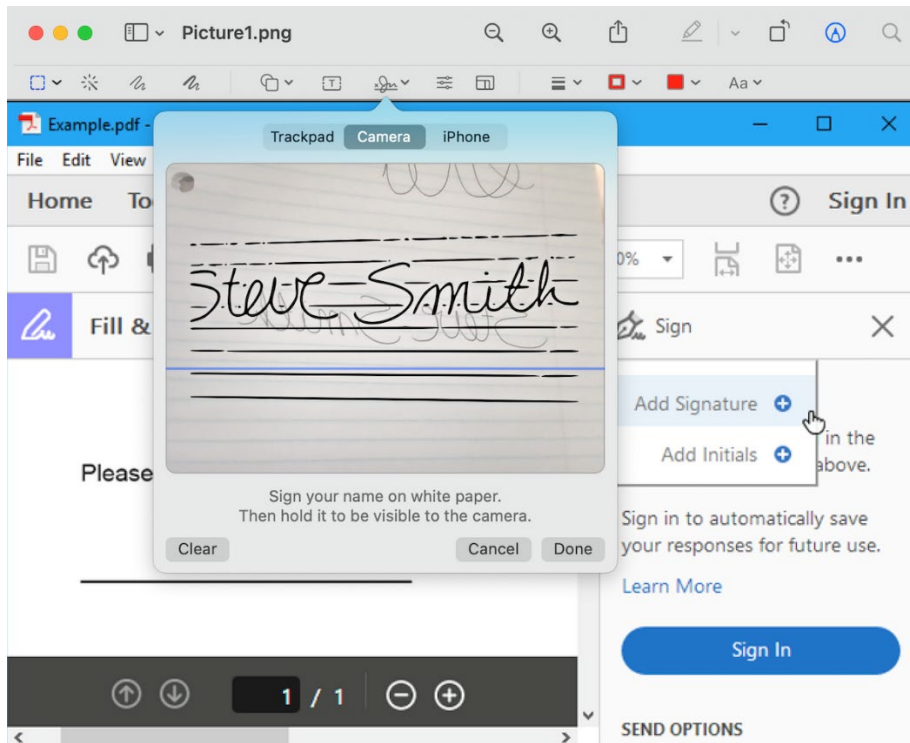


b. You will be given the option to use the track pad or take a picture.

- If you use the track pad, you can use your finger to draw your signature.



- If you choose to use the camera, follow the prompts in the program.



6. Choose the signature you would like to use and insert it in the appropriate spaces.

