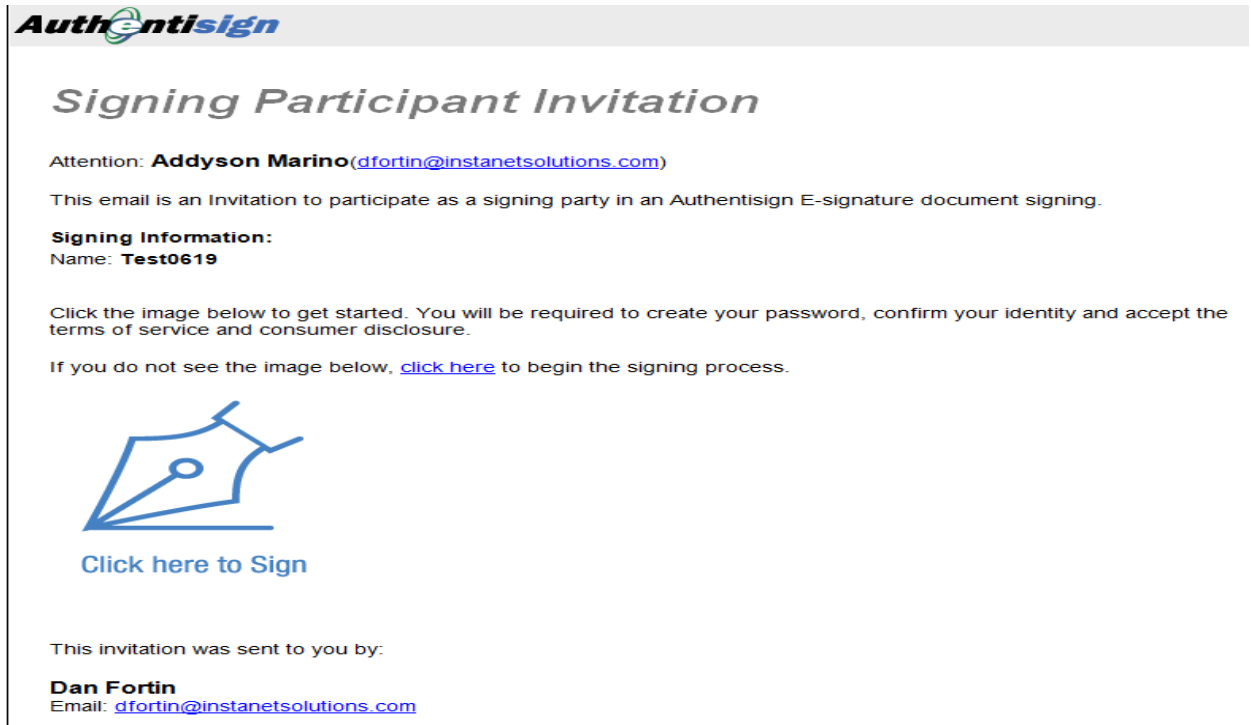



Process for Signers

- As a signer you will receive an email similar to the one below, just click the link that says “click here” to start your signing process.



- When you are directed to the signing you will first be directed to the signature set up screen. First step is to create your signature and initials or choose from selected fonts once you are done hit accept




-  Step 2: Confirm your Password

Username: dfortin@instanetsolutions.com

Password:

[Forgot Password? Click here.](#)

Signing PIN: 

[Forgot PIN? Click here.](#)

- Authentisign
Progress: 0%

Start
Reject
Exit

Authentisign
REALTOR
14D16-4806-4806-85DE-4E69823C551

SIGN HERE

RENTAL APPLICATION – Application Fee is \$ per adult and is **Non-Refundable** #003C

List All Occupants, regardless of age

Addyson Marino

First	Middle	Last	Birth Date	Social Security#	Driver's License	Cell Phone	Home Phone
asdfasf	asdf	asdf					

ZOOM

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Options

Help

- A screenshot of the 'Sign and Submit' dialog box. The 'Complete' button is highlighted in blue. A tooltip is visible over the 'Complete' button, showing two options: 'Complete Signing' and 'Stay and Review', both in blue text.

- <https://app.authentisign.com/Instanet/AuthentisignMobile/External/DashboardLogin.aspx>

- Once signing is complete you will be directed to the following screen. You can either click the link and be brought to a login screen to access the authentisign dashboard to view the progress of the signing you are doing or close the window off and you are all done.



Thank you for using the Authentisign system!

Attention: **Addyson Marino**

You have successfully completed your portion of the Authentisign E-Signature Process

Test0619

ID: 94D14D16-4806-4896-B5DE-4E69B023C551

Authentisign will now process the document and distribute it to the next signing participant. If you are the last person in the signing process then the final document will be distributed to all of the signing parties.

The signing dashboard will show the progress of the signing along with the complete history.

[Click here](#) to access the signing process dashboard displaying the progress of the current Authentisign process.

If you have any questions regarding this Authentisign process please contact:

Dan Fortin

Phone:

Fax:

Email: dfortin@instanetsolutions.com

If you have questions regarding how Authentisign works please visit www.authentisign.com.

- Once everyone finishes the signing process you will get an email similar to below. If you are CC'd on the signing you will also get a copy of the final document below for your records. Now you are all done and have your signed document.



Signing Document Delivery

Attention: **Dan Fortin2**

This notification is letting you know that the Authentisign E-Signature Process:

Name: Type Name Of Signing Here

has been successfully reviewed and signed by all parties.

To save or print the final signed document [Click Here](#).

To download a copy of the certificate of validation and completion [Click Here](#).

The Authentisign service is one of Instanet Solutions online paperless document services. Instanet Solutions has been online since 1998 and currently has over 400,000 licensed real estate professionals using our online paperless document management services.

For more information please visit Instanet Solutions at www.instanetsolutions.com.