

## ***TO ADD SIGNATURE TO DOCUMENTS***

Certain forms for this application must be filled out and signed. Electronic signature is acceptable if the signature is digitally verified. This can most easily be done through an Adobe app like Adobe Acrobat Reader.

You can download a free copy of Adobe Acrobat Reader here:

<https://acrobat.adobe.com/us/en/acrobat/pdf-reader.html?promoid=81G55Y1C&mv=other>

Once you have downloaded Adobe Acrobat Reader DC, open the document you wish to complete and sign. Click on Fill & Sign. Complete all required fields on the form. When you are ready to add your signature, click on the option "Sign Yourself." After you create your signature and drag it to the proper place on the document, you should be able to close the Fill & Sign menu, and save a copy of the completed and signed form.

(Make sure you note where on your computer you have saved the file, as you will need to locate it to upload the file into the application when requested.)