

Adobe features (including digital signature) may not be visible when viewing/downloading in Chrome or other web browsers.

Save the form(s), then open the saved forms in an Adobe Program. Doing so will allow you to electronically sign the form with the Digital ID feature.

Add Digital ID

1. Complete the form
2. Click on the Electronic Signature Field (*the field should look similar to the one shown below*)



3. The pop-up **Add Digital ID** shown below will appear on your screen
4. Choose **A New digital ID I want to create now**.
Click Next.

Add Digital ID

I want to sign this document using:

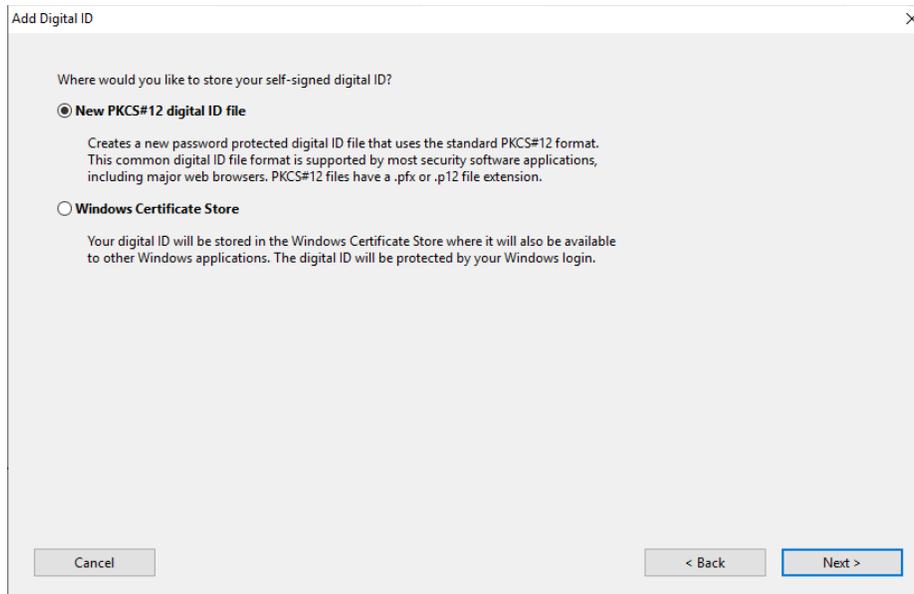
My existing digital ID from:

- A file
- A roaming digital ID accessed via a server
- A device connected to this computer

A new digital ID I want to create now

Cancel < Back Next >

5. Choose a location where you want to store your self-signed digital ID.
Click Next.



6. Type a Name and Email Address at least for digital ID and set other information. For example, choose what you want the digital ID used for, Digital Signatures or Data Encryption or both. Click Next.

7. Confirm or enter a file location for new digital ID file. Then set a password for digital ID file, which will be needed when you want to use the digital ID to sign or decrypt documents. Click **Finish**.

Enter a file location and password for your new digital ID file. You will need the password when you use the digital ID to sign or decrypt documents. You should make a note of the file location so that you can copy this file for backup or other purposes. You can later change options for this file using the Security Settings dialog.

File Name:

Browse...

Password:



Not Rated

Confirm Password:

Cancel

< Back

Finish