Directions for Creating a Digital Signature in Adobe

1. Open the PDF in Adobe Reader.
2. Click on the Signature line that you need to sign.



1. Click the “Create a new Digital ID”, then click continue.



1. Fill in the name that you want on the document & your email address. Click Save.



1. Click “Save to File”, and click continue.



1. Click on the Digital ID that you want to sign document with, then click continue.



1. Review and click Sign.



1. Choose where to save the document.
2. Signed document.

