**HOW TO SIGN AS AN ATTORNEY-IN-FACT (POWER OF ATTORNEY)**

If you are appointed as an agent in a power of attorney, you as agent must sign documents and papers on behalf of the one who appointed you as agent. The correct method of signing documents and papers is to sign their name, but do not try to imitate their signature, followed by your signature followed by a comma and the initials “POA”.

**For example: John Q. Public, by**

**Mary A. Public, POA**