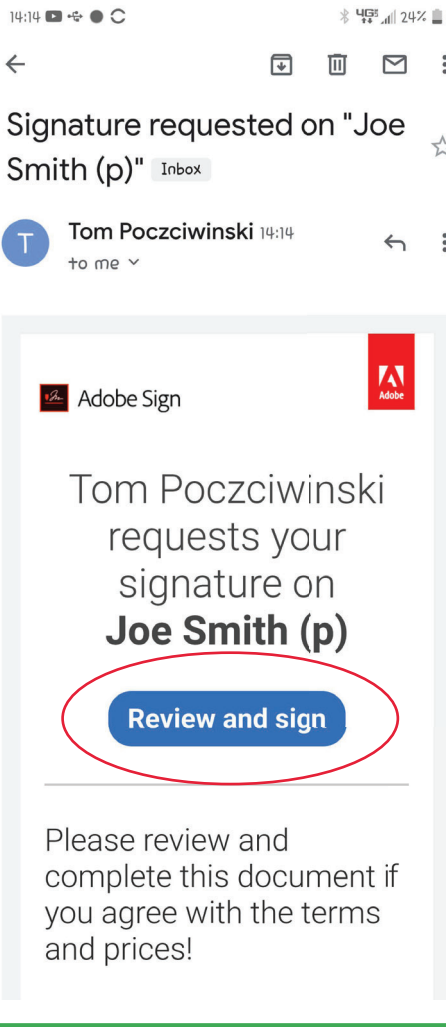
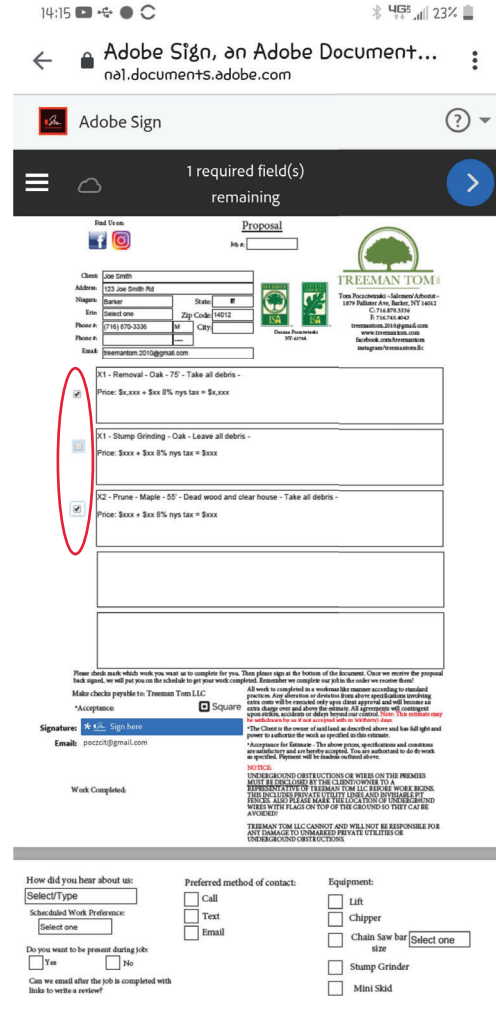


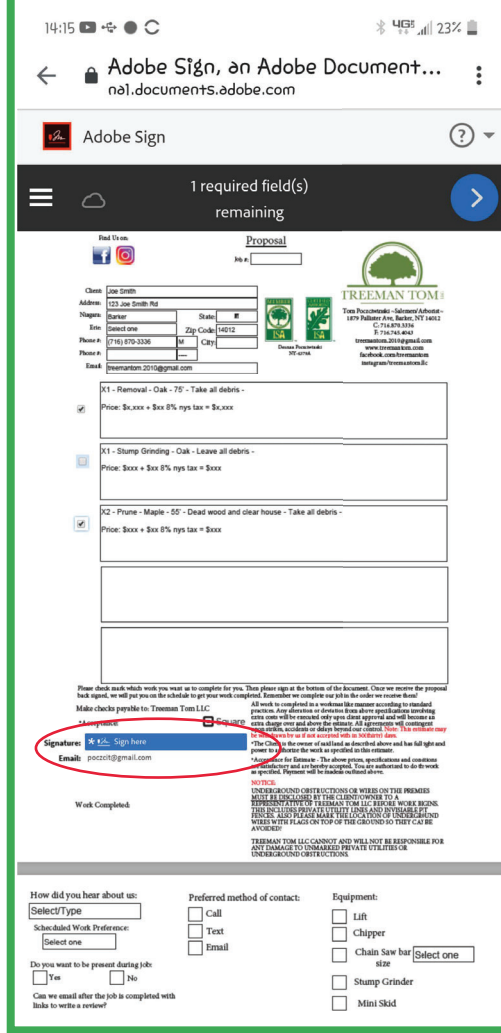
Step 1: After opening email. Then click the link that is circled.



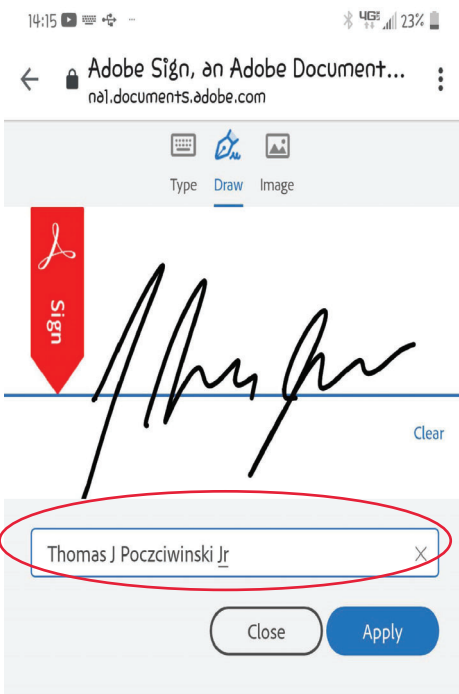
Step 2: Now click on each check box next to the options you want completed



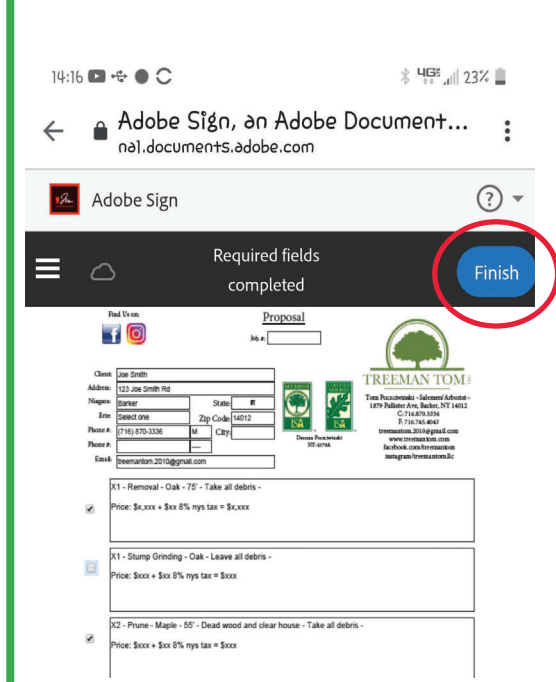
Step 3: Click the signature box that is circled.



Step 4: Sign using your finger on the line, then type your name in the box where circled. Then click "Apply"



Step 5: Click "Finish"



Last Step: Click "Tap to Sign"

