

What a client will see:

1. You will receive an email prompting you to click a blue box to review and sign your document(s).

To note: The email also includes a link you can copy and paste into your browser if clicking through doesn't work.

To review the document and sign with an electronic signature, follow this link:

REVIEW & SIGN DOCUMENT

If clicking the button doesn't work, copy and paste this link into your browser's URL bar:

https://secure.rightsignature.com/signers/5ccc78ac-1ba5-4c5e-a94f-4c21b1bf51fa/sign?identity_token=5br2PMGHcbNPoi6rsnyF

SKR+CO Admin
canon@skrco.com

2. You will be prompted to key personal information for Identity Verification - Step 1 of 2.

TIP: Example information will appear in the fields. Clients often skip adding "US" in the last field because it looks like it is already there. Formatting and capitalization matter. The gray "submit" button will not turn blue until all fields are properly completed.

Identity Verification - Step 1 of 2

Before signing the document, please enter your personal information to help us verify your identity.

Name:
Marjorie Noleen

Date of Birth: Last 4 of SSN:

Address:

Address 2:

City:

State: Zipcode: Country:

Identity Verification - Step 1 of 2

Before signing the document, please enter your personal information to help us verify your identity.

Name:
Marjorie Noleen

Date of Birth: Last 4 of SSN:

Address:

Address 2:

City:

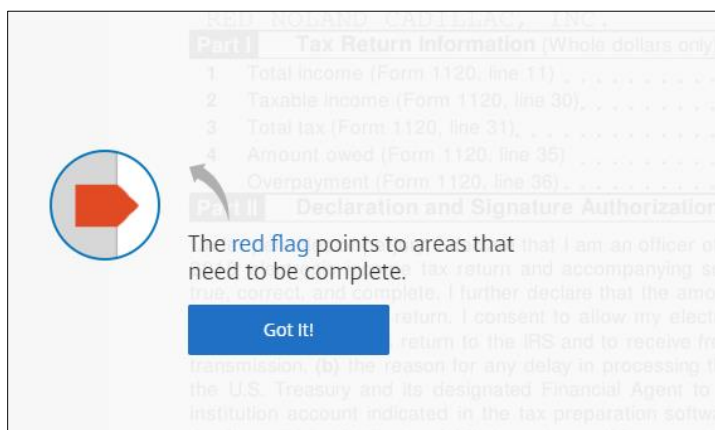
State: Zipcode: Country:

- You will be asked to verify your identity by answering questions generated from your credit history. This verification method is called knowledge-based authentication and does not impact your credit rating.

TIP: If none of the options apply to you, it is appropriate to select “none apply.” The system may regenerate similar or completely different questions the next time you attempt to verify your identity.

To note: Recipients are locked out after three unsuccessful attempts to verify identity and will be required to sign by hand, per IRS guidelines.

- The first few screens clearly familiarize clients with the signature process.



- The client then sees the form(s) to be signed.

Officer's PIN: check one box only

I authorize STOCKMAN KAST RYAN & CO, LLP to enter my PIN 7 6 5 4 on the corporation's 2018 electronically filed income tax return. ERO firm name do not enter all ze

As an officer of the corporation, I will enter my PIN as my signature on the corporation's 2018 electronic return.

Officer's signature ▶ [Sign Here](#) Date ▶ MM/DD/YYYY Title ▶ CEO

Part III Certification and Authentication

SA Rn 8879 From SKR+CO Admin [Need Help?](#)

- 6. You will sign by using a mouse, or you may select to “type signature” if you prefer.

The screenshot shows a digital signature interface. At the top, there are fields for 'Ta', 'To', 'An', and 'Ov'. Below these is a large white area containing a handwritten signature in black ink. To the right of the signature is a 'Clear' link. Below the signature area is a grey bar with the text 'Click and drag to draw your signature' and a blue link 'Type Signature' circled in red. To the right of this bar are 'Cancel' and 'Apply' buttons. At the bottom, a status bar shows 'Authorize STOCKMAN KAST RYAN & CO, LLP to enter my PIN 7 6 5 4 6 as my sig'.

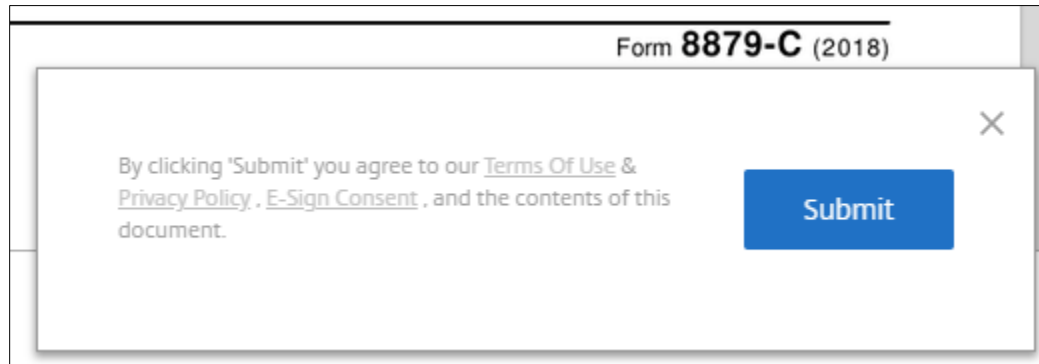
- 7. You will date the form(s) using a drop-down calendar feature.

The screenshot shows a form titled 'Part III Certification and Authentication'. It includes a signature field with a handwritten signature and a date field with a drop-down calendar. The calendar is open, showing 'October 2021' with days of the week and dates. The date field is circled in red. Below the signature field is a text box with the text 'ERO's signature' and a handwritten signature. At the bottom, there is a warning: 'ERO Must Retain This Form... Do Not Submit This Form to the IRS Unless Requested To Do So'.

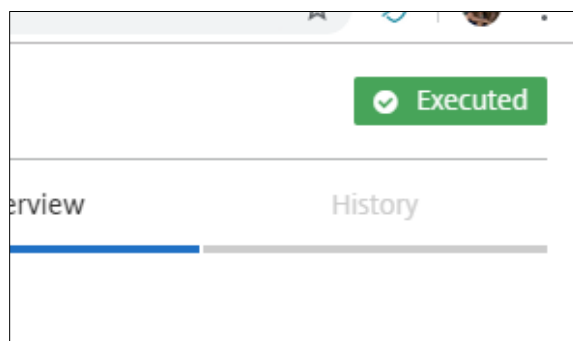
- 8. After signing and dating, the “Submit Signature” will activate.

The screenshot shows a form with a date field set to '08/21/2019'. Below the date field is the text 'Form - See Instructions' and 'IRS Unless Requested To Do So'. At the bottom right, there is a 'Form 8879-C (2018)' label. At the bottom center, there is a 'Need Help?' link and a blue 'Submit Signature' button.

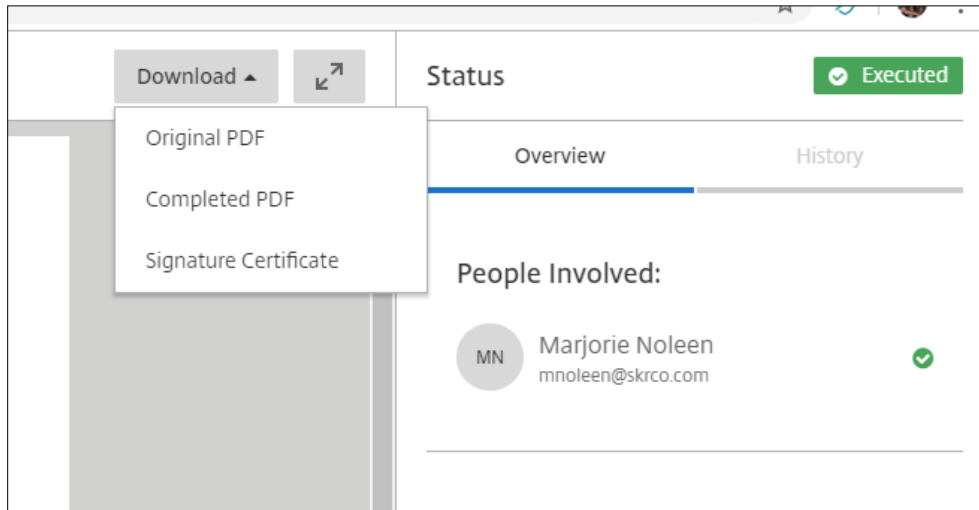
9. When you click “Submit Signature” a second “Submit” button appears.



10. After clicking “Submit” the screen shows a green “Executed” box in the top right corner.



11. At this point, you may choose to download a copy for their records.



To close out of the signed document, you w