

How to electronically sign a PDF document without printing or scanning:

1. **Adobe Reader**- Open the PDF in Adobe Reader and click the *Fill and Sign* button. Select the *Sign* button and choose *to add a signature*. Use the drawing tool to create your signature. Click *Apply* and place the signature on the appropriate line.
2. **MAC Users**- Open the PDF in Preview (Usually the default PDF viewer). Select the *Toolbox* Button (shaped like a toolbox) and then click the *Sign* button on the toolbar. Draw your signature using the trackpad and apply it to your PDF.
3. **iPhone or iPad users**: Only available using the iOS mail app. Send the PDF to the email attached to your iOS mail app. Open the PDF in the email and select the *drawing tool* on the upper right-hand side. After you have created your signature, click *Done* and then *New Message*. The updated PDF will include the signature.
4. **Adobe Fill and Sign App**: Download the Adobe Fill and Sign App. This App will allow you to sign unlimited documents for a month for free. After downloading, click the *Signature* button and use the drawing tool to add a signature. You can save the document and share it using other Apps available on your phone.
5. **DocuSign**: <https://www.docusign.com/> A 30-day free trial is available without inputting credit card information. After signing up for your free trial, upload the PDF to the site. Select *I'm the only signer* and then *Sign*. On the left-hand side, click the *Signatures* button and place the signature on the correct field. Input your full name and click *Adopt and Sign*. You can choose to send the updated PDF or return to the home screen. Click on the form to save it as a PDF.