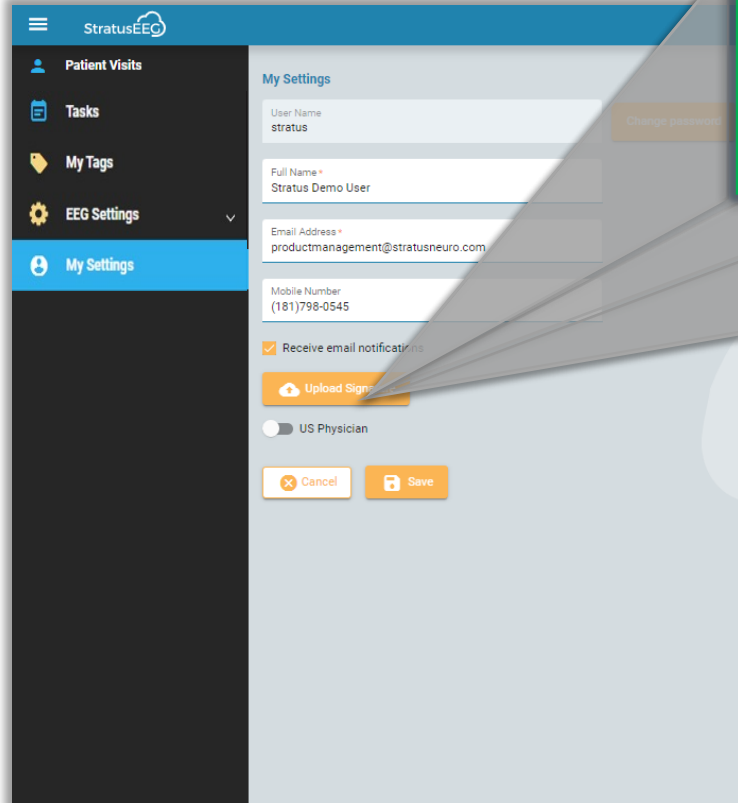


MY SETTINGS TAB:

How to Upload a Signature for Reporting



Upload Signature

- Click the **My Settings** tab
- Click the **Upload Signature** button
- Select a .png file of the preferred signature

HELPFUL TIP:

- Navigate to www.signwell.com/online-signature
- Click the **Type Signature** button
- Click the box for the preferred signature to select font
- Click the **Save** button
- Click the toggle to turn on the **Transparent background**
- Click the **Download** button

