

Instructions for E-Signing forms

1. Assure adobe reader is downloaded to your computer. [Adobe Reader Free](#)
2. Download the [form](#) to your computer.
3. Open the form in Adobe Reader.
4. To the right of the form, select the “Fill & Sign” Option
5. Select the Fill & Sign Option under “You”.

6. Select the newly visible  Sign
7. Select “Add Signature”.
8. After completing your signature, place onto the signature area.
9. Save the document using Save As
10. Email document to aleelmft@gmail.com