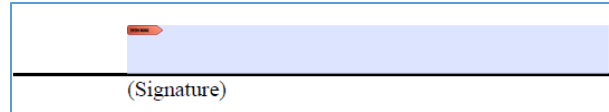
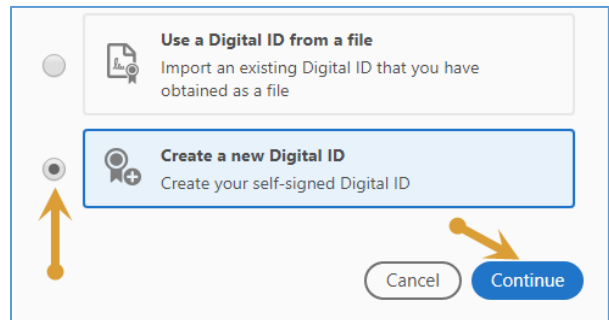


Signing Background Check Digitally

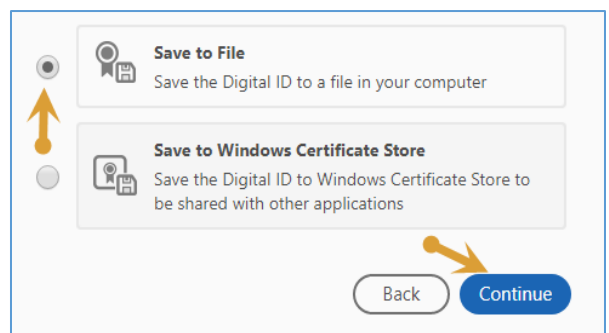
1. On the background check page, click anywhere in the signature field.



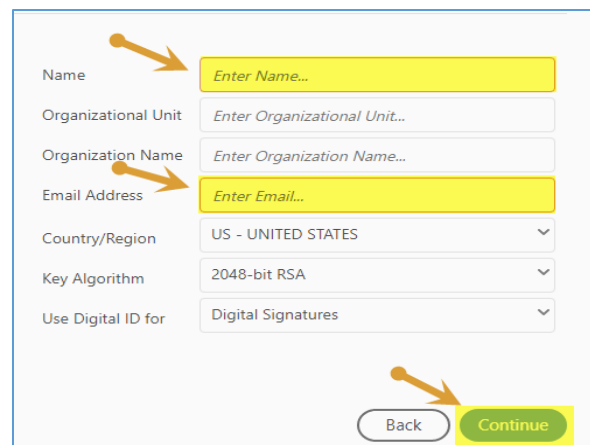
2. A dialogue box will appear. If you already have a file, continue to step 6. Otherwise, select that you wish to create a new ID/File and click continue.



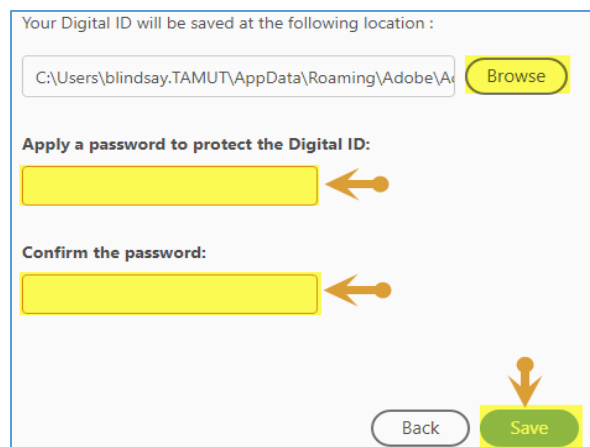
3. Select **Save to File** and hit continue



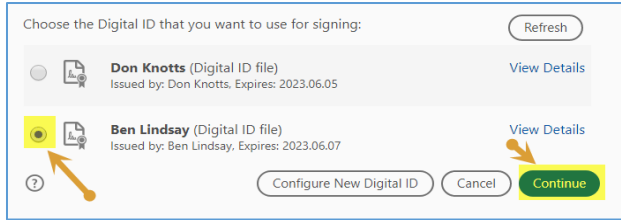
4. Enter your name and email and hit continue, leaving all other fields as is



5. Hit **browse** and select a location to store your key-file, then enter a password



6. Select the radial button next to the key you just created and hit **continue**.



7. Enter the password you created and hit **sign**.

