

# eSignature

Starter Kit – Advantages and Overview



# What if...

you could save time and money during your transactions and even shorten the time-to-business?  
Although specific numbers vary, digitalizing your signature processes could...



...save up to **1,5 Hours**  
per Transaction. *Adobe*

...save up to **30 min** per  
Transaction. *SAP*



...save up to **5,40 €** per  
transaction. *Adobe*

...save up to **30,00 €** per  
transaction. *SAP*



...**28 x faster**  
time-to-business. *Adobe*

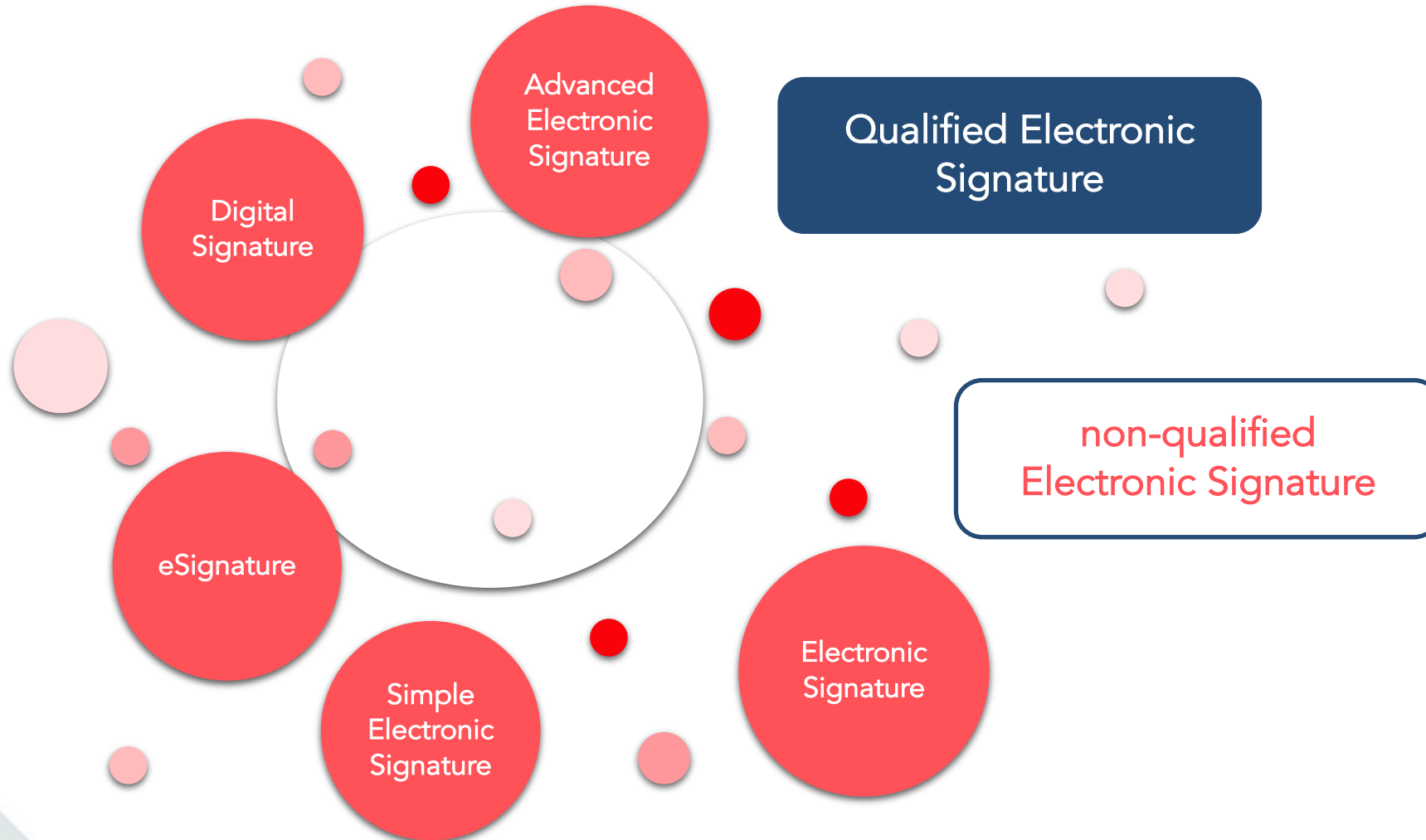
...**10 x faster**  
time-to-business. *SAP*

Source Adobe Studie: *The Total Impact von Adobe Sign*, Forrester Studie August 2019, <https://acrobat.adobe.com/content/dam/dx-dc/us/en/pdf-cards/total-economic-impact-adobe-sign-ue.pdf>

Source SAP, DocuSign: <https://www.docusign.de/blog/bits-bytes-statt-aktenberge-vertragsdigitalisierung-bei-sap>

# Wordings & Definition

Wordings you might have seen are mostly no official definitions. We focus on two wordings:



# Wordings & Definition

The two types of eSignature – definitions & power of evidence

## Qualified Electronic Signature

Signature created by a qualified electronic signature creation device and based on a qualified certificate for electronic signatures ("QES"). To sign with an QES you need a valid identification of the user and a unique key.

## non-qualified Electronic Signature

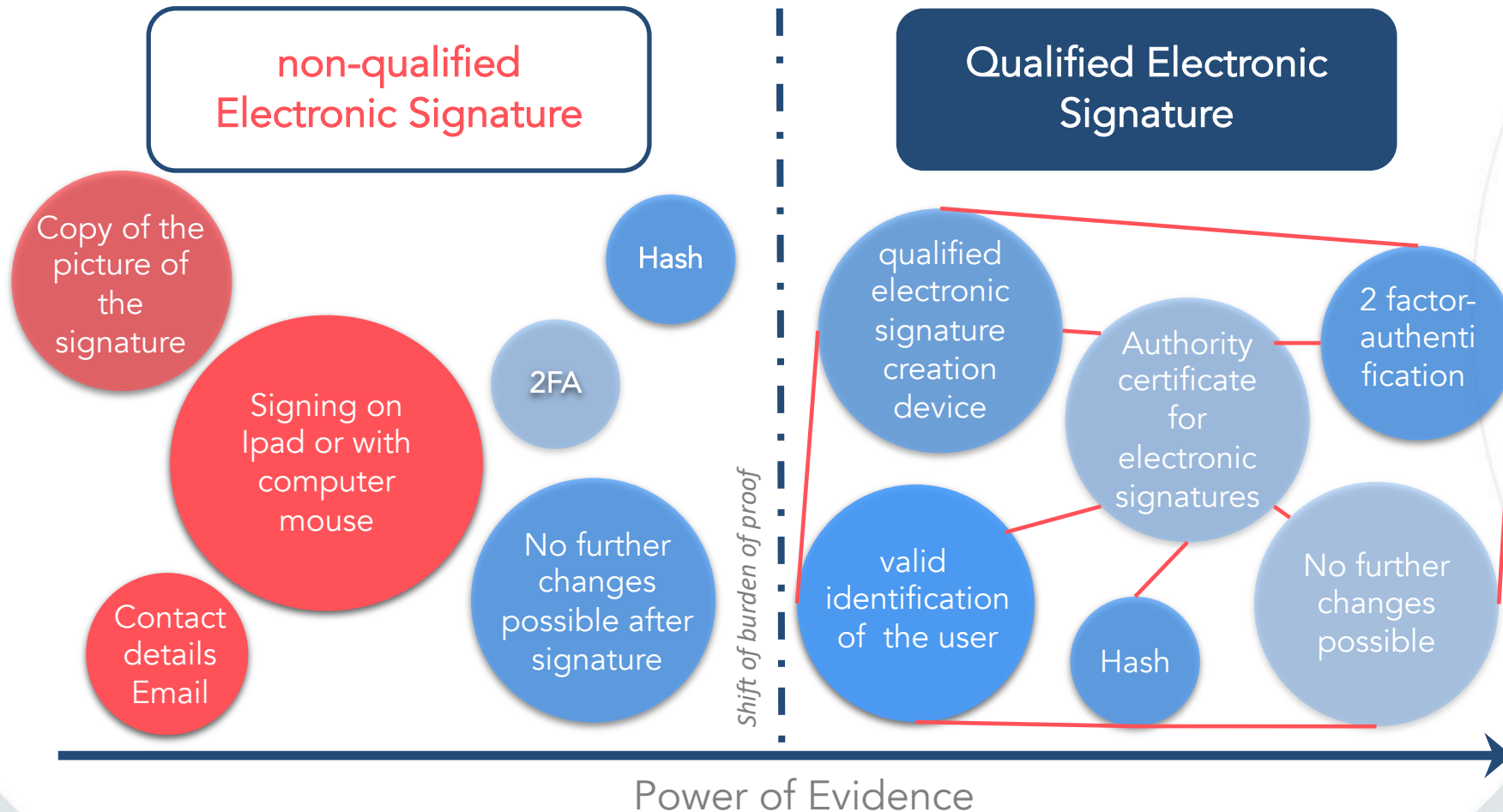
Everything which is somehow digitally signed

Shift of burden of proof

Power of Evidence

# Wordings & Definition

The characteristics of the simple and the qualified signature



# Where to use which eSignature?

Abstract description and examples

## non-qualified Electronic Signature

Documents  
without  
written  
form

Traceable  
archiving

Internal  
approval  
processes

Processes  
for Simple  
personal

Examples:

- Non-disclosure agreements
- The majority of invoices
- Loan agreements with business owners

Shift of burden of proof

## Qualified Electronic Signature

Documents  
that need  
written form

Processes with  
a necessary  
personal  
identification

Special security  
requirements

Sensitive  
content

Examples:

- Notarized documents
- Temporary employment contracts

Power of Evidence



# Which tool should I use?

As always: it depends on your use case... Our recommendation: ask the right questions!



Which signature types should the tool cover?

*Do I actually need the qualified eSignature?*



Which level of security should the tool deliver?

*Thoughts about 2FA, Hashes, Change Trackings?*



Where is my data managed, stored or archived?

*Do I have compliance requirements in my company?*



In which country I want to sign?

*Is the tool allowing for valid signatures e.g. in Brazil?*



Does the tool offer APIs for the integration into my contract lifecycle management platform?

*Is a stand-alone software for eSignature the best / most suitable approach?*



Does my specific industry has special requirements?

*Special contracts for special industries may need written form.*

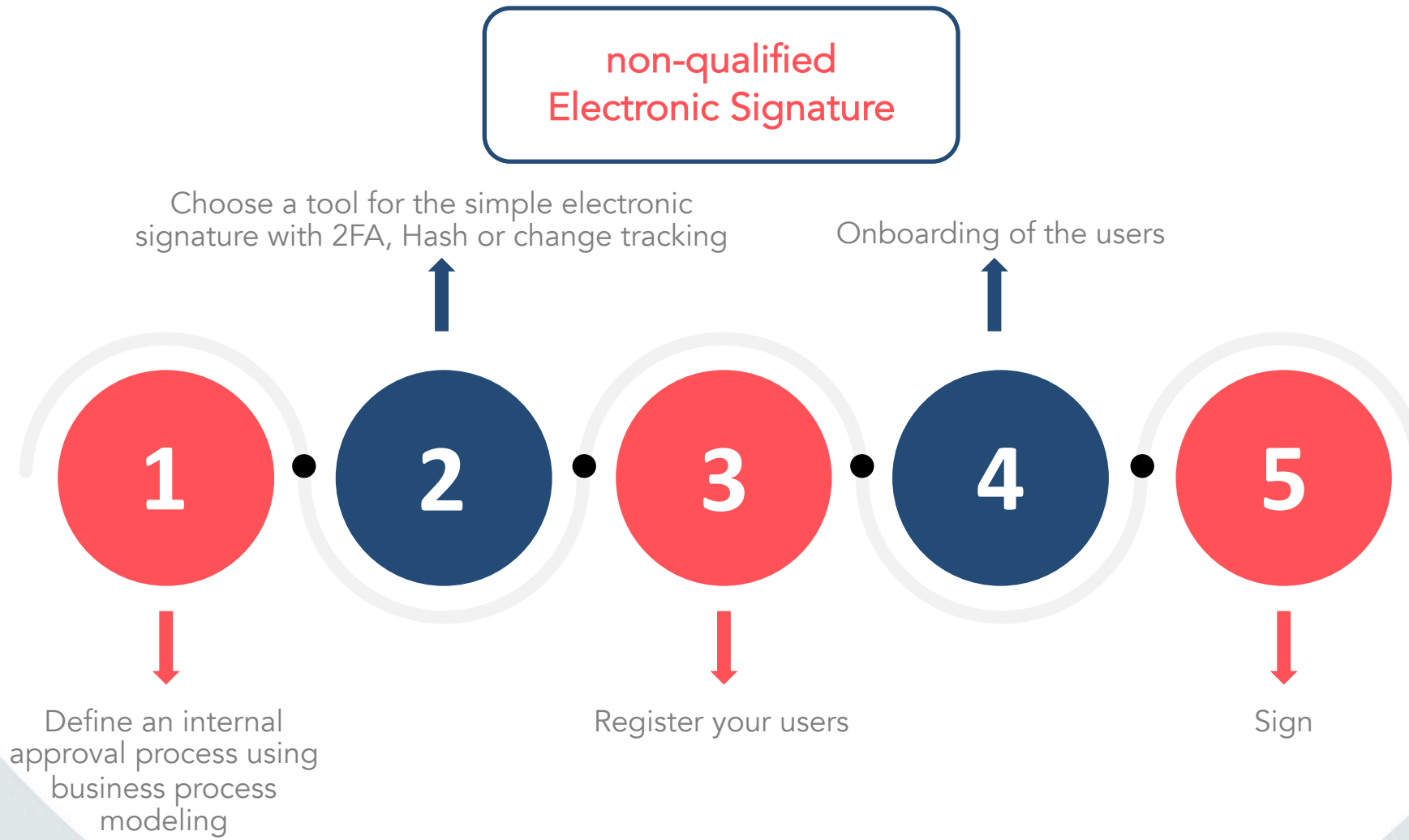


How much risk do i want to take?

*How high is the risk of being sued because of a non-qualified signature?*

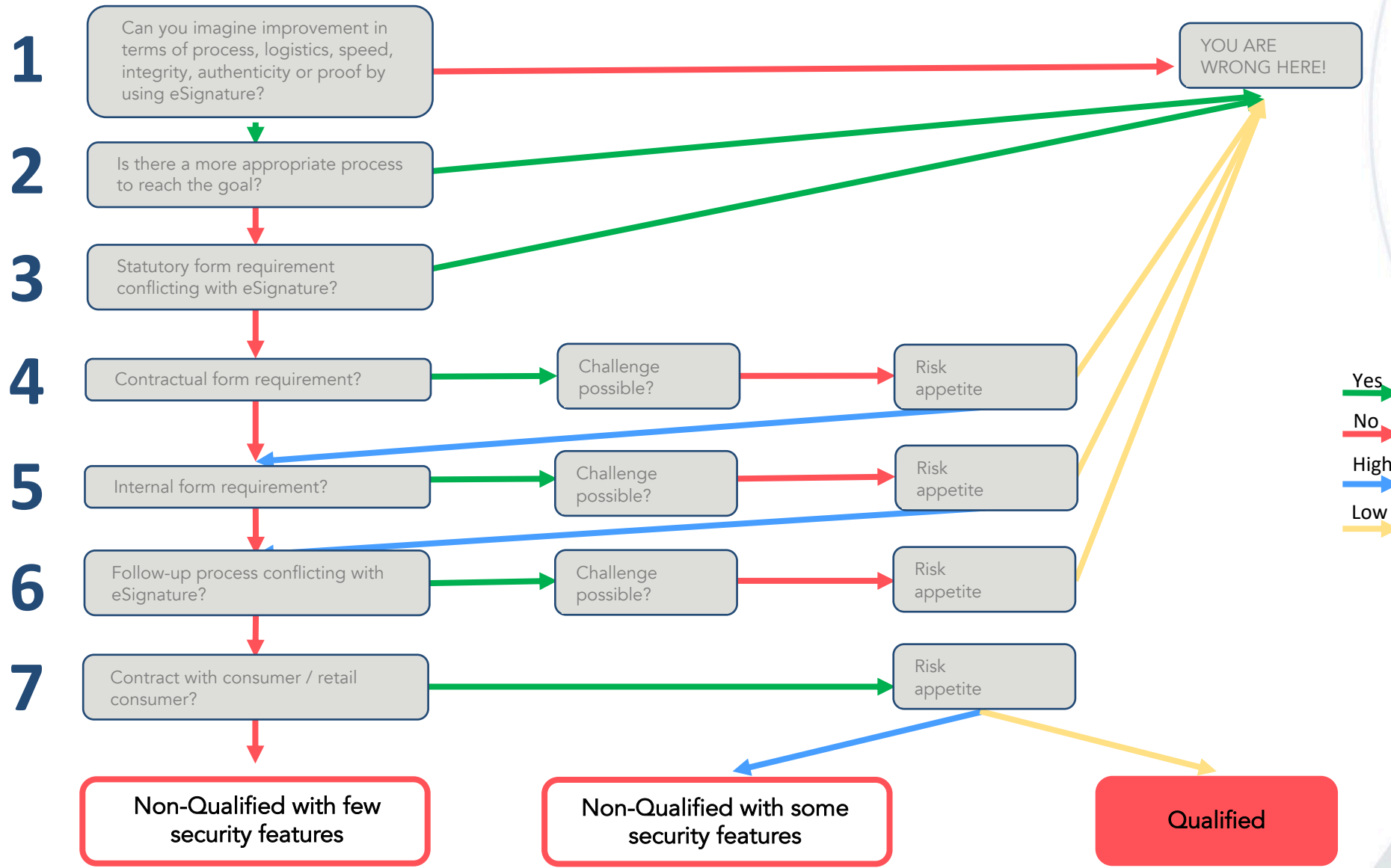
# How to start with an eSignature tool?

Start easy: simple processes, high value, low costs with the simple electronic signature for an internal approval process.





# How to start with an eSignature tool?



# Further Information

To learn more about different topics about the eSignature take a look at the documents you will find at our project site:



eSignature at [liquid-legal-institute.com](https://liquid-legal-institute.com)





# The People

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BMW

Baker McKenzie

**Thank you and  
enjoy eSigning!**