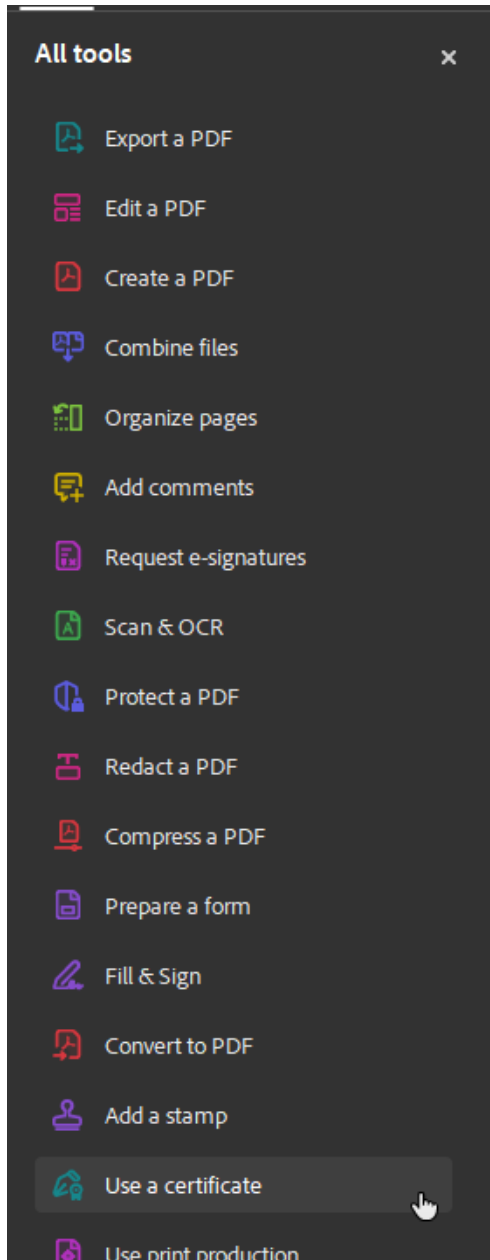
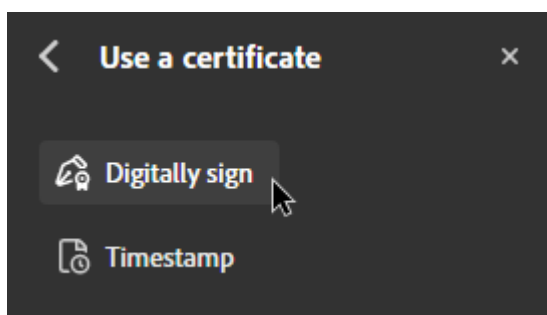


Firstly, please note that your Adobe software may look a little bit different than the screenshots. However, all parts will be named the same way.

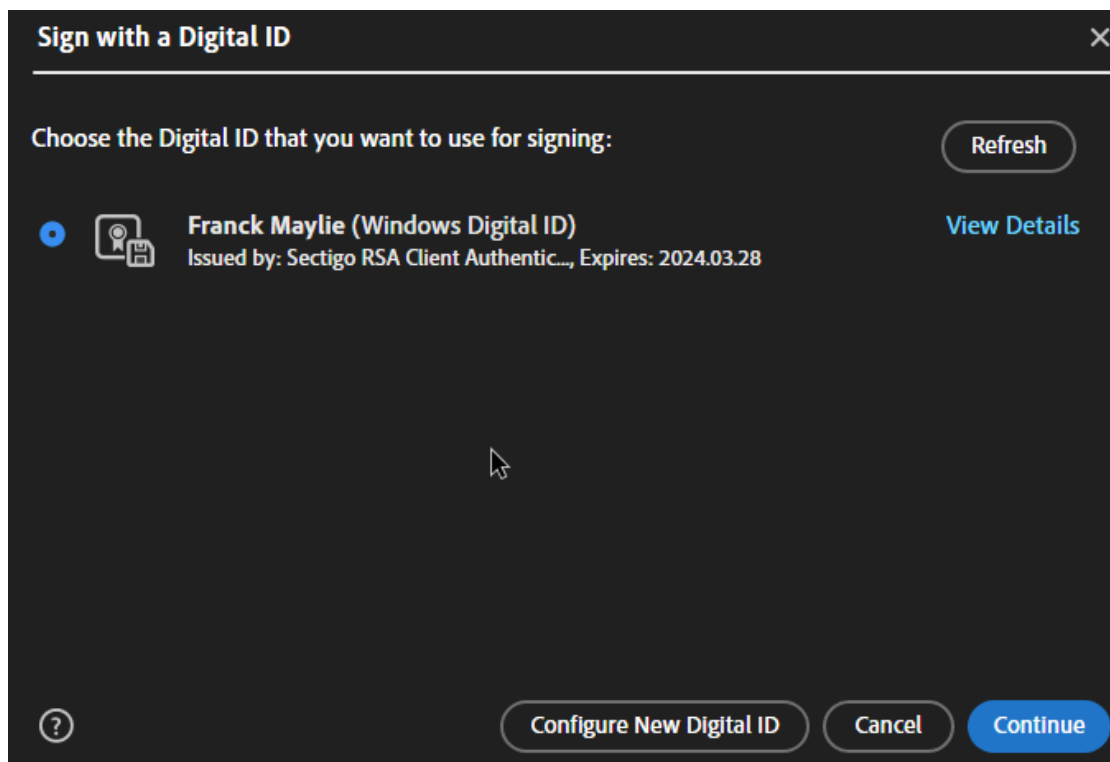
To sign a PDF file, you need to go to “All Tools” then when clicking on “View more” you’ll see “Use a Certificate”. Chose “Digitally sign”



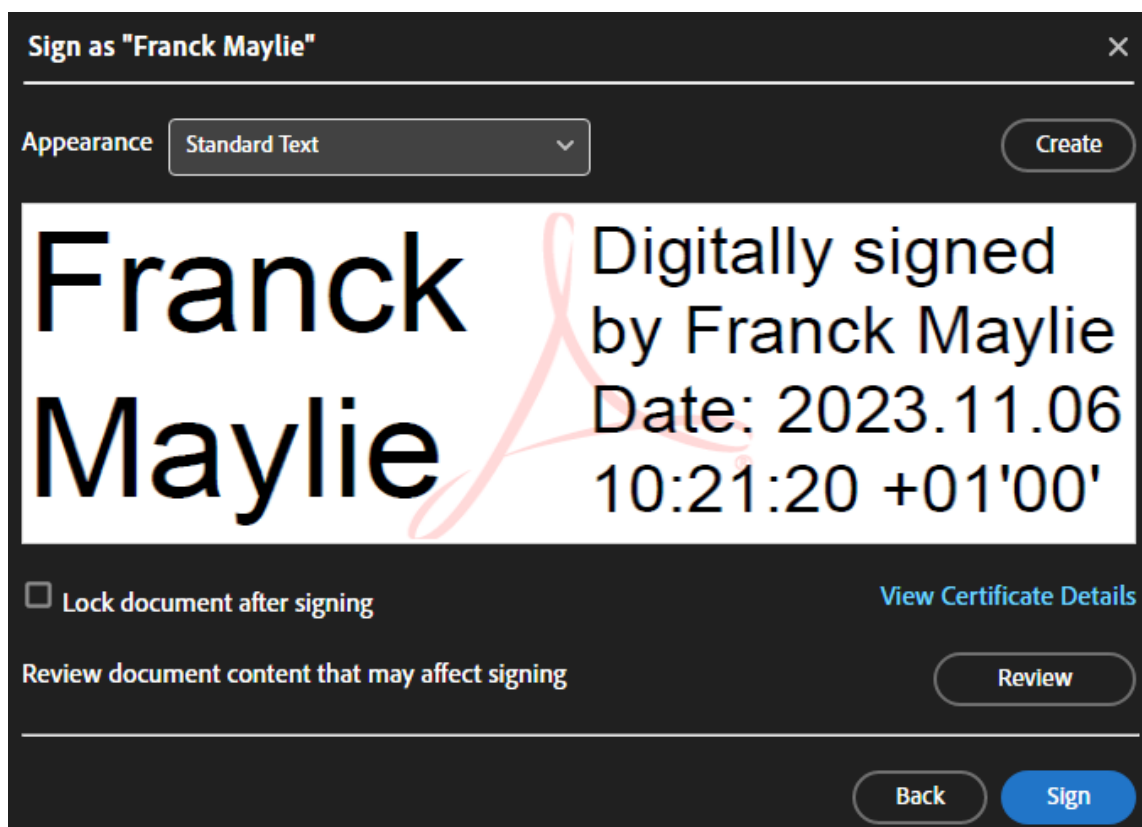
Chose “Digitally sign”.



On the next window, if you have more than 1 certificate showing up you will need to choose one issued by “Sectigo RSA Client Authentic...” and that expires the furthest. Then Continue.



Review then “Sign” your document



NOTE: Tick the “Lock document after signing” ONLY if you are the last signer.