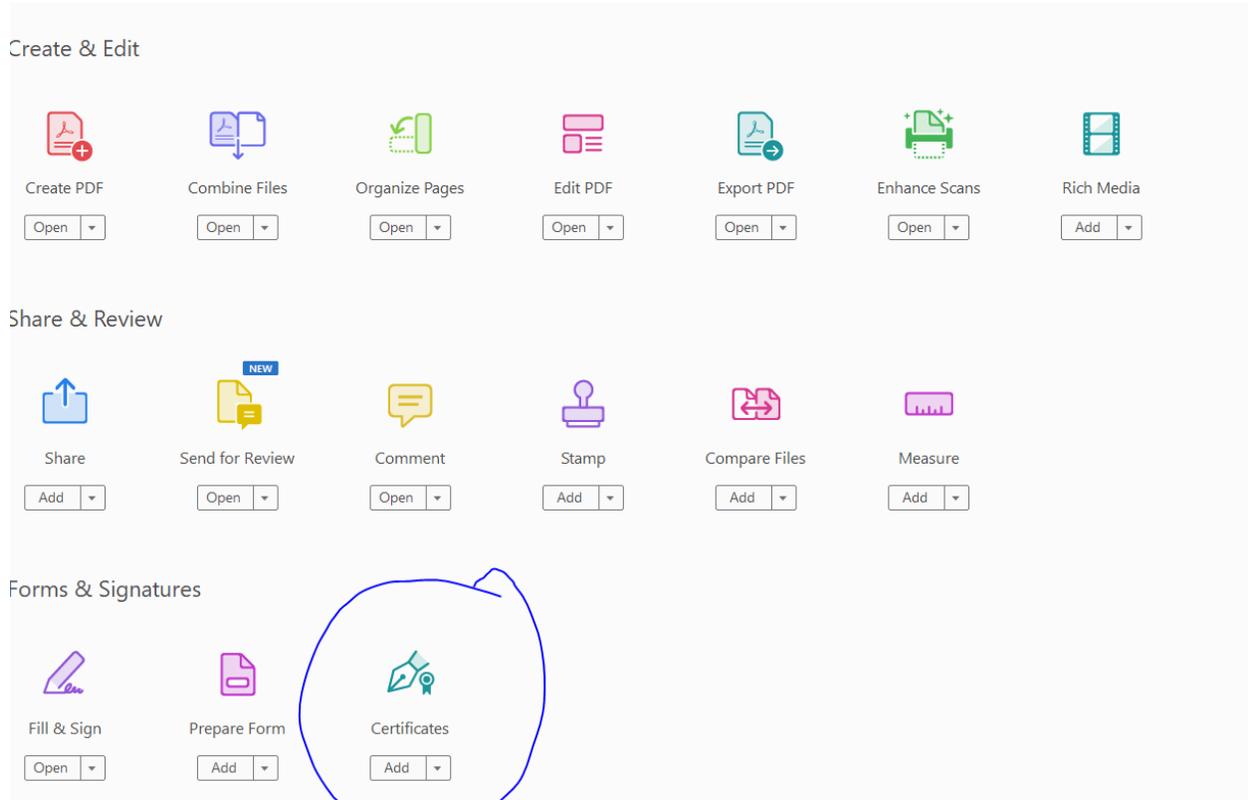


Instructions for using Adobe Certified, password protected signatures.

1. Open the PDF you want to sign.
2. Under the Tools menu, go to "Certificates"

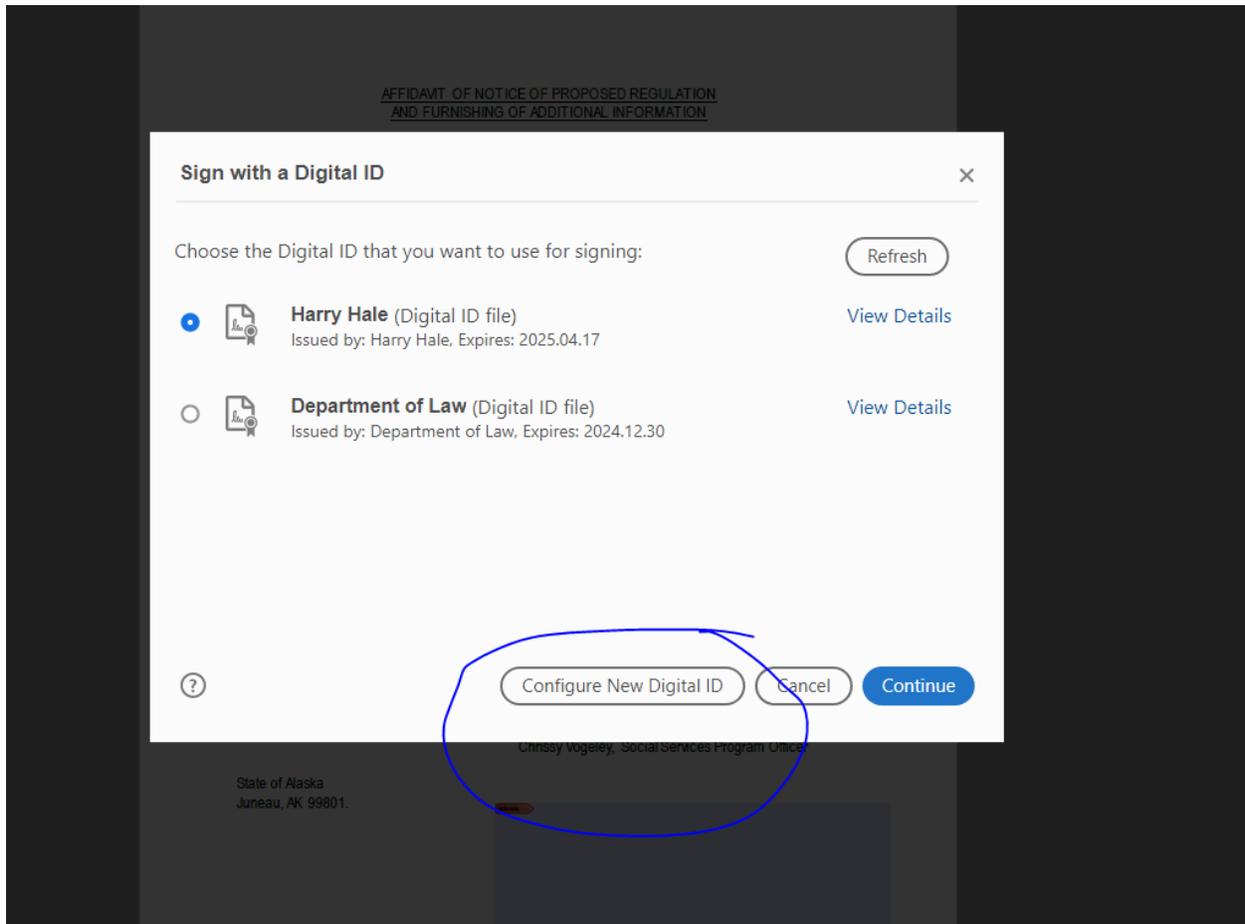


3. At the top of the PDF, click "Digitally Sign"

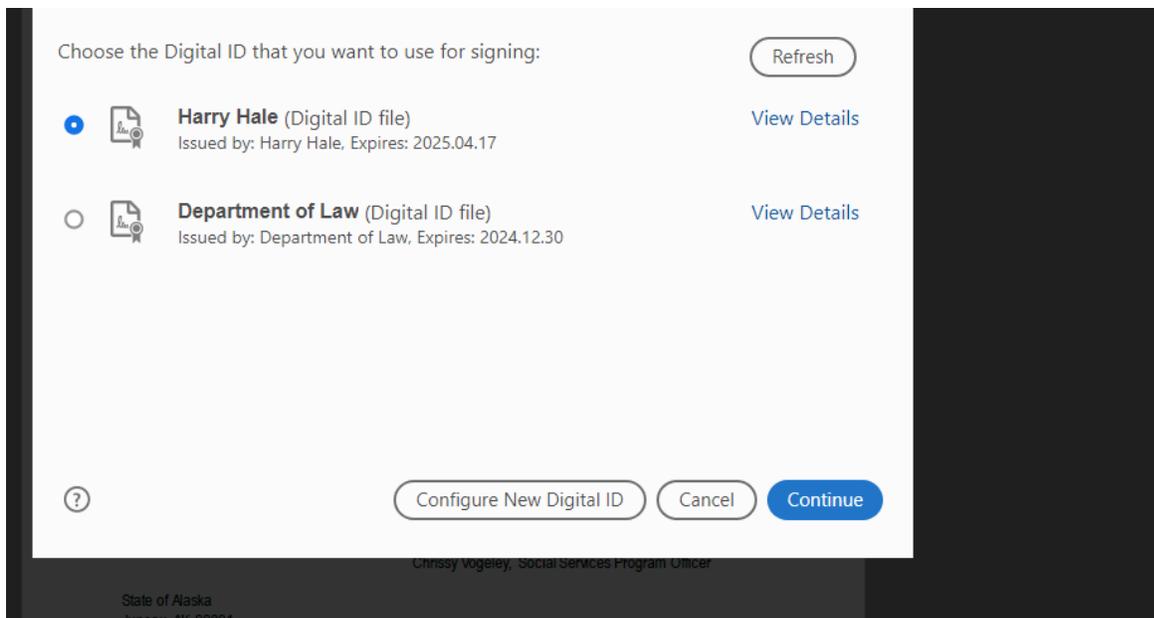


4. Draw the text box in the area you want the signature to appear in.

5. It will then prompt you to use either an existing signature or make a new one. If you need to make a new digital ID for the first time, click on "Configure New Digital ID." If you already have a digital ID, you can skip to step 9.



6. Click "Create a new digital ID"
7. Click "Save to file"
8. Enter your name and Alaska.gov email address.
9. Apply a password. Save.
10. Now your digital ID will appear in the option menu in the beginning. Click "continue"



11. Enter your password. And click sign. You will be prompted to save the file.
12. Your signature will appear with date stamp.

Harry Hale Digitally signed by Harry Hale  
Date: 2020.04.17 09:39:21 -08'00'