

How to Sign on PDF form Electronically

If you do not have a printer at home, CRA accepts an electronic signature now.

You may download Adobe Acrobat Reader DC

<https://get.adobe.com/reader/>

Adobe Acrobat Reader DC software is the free global standard for reliably viewing, printing, and commenting on PDF documents.

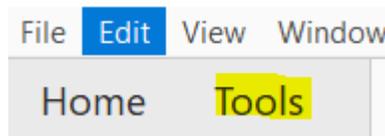
Once you install on your desktop, you would be able to

Fill & Sign

Easily e-sign any document or form. Type responses on your PDF, add your e-signature or initials, and send the form electronically. Use smart autofill to make form-filling faster.

Instructions:

- Click “Tool”
- Click “ Open” under “Fill & Sign”



Have question? Contact US



(905) 771-1131

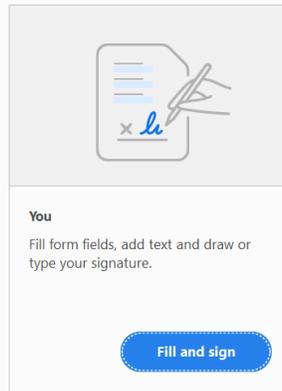


info@accplus.ca



<http://www.accplus.ca/book-appointment>

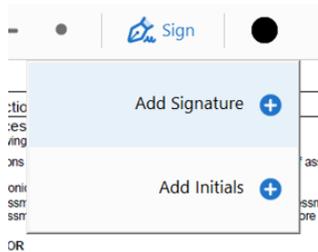
- You will see a question:
Who needs to fill and sign?
Select “Fill and sign” under
“You”



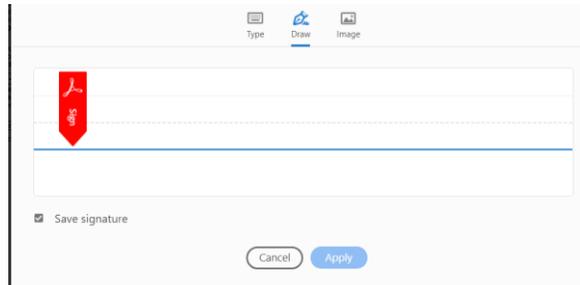
- A tool bar on the top will show, then select “Sign”
- Click “Add Signature” if it’s your first time to use this function.



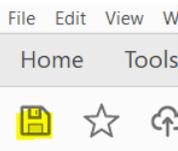
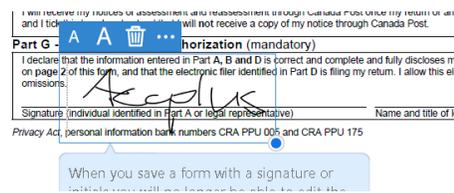
- Select “Draw” then move your mouse as pen to sign in the box then click “Apply”



- Use your mouse to move signature box to designated area



- Click “Save” Then send the updated pdf file to Accounting Plus



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