

## Sign a PDF

To sign a PDF document or form, you can insert an image of your handwritten signature or add text, such as your name, company, title, or the date. When you save the document, the signature and text become part of the PDF. To digital signing, you need to install Adobe Acrobat Reader DC version.

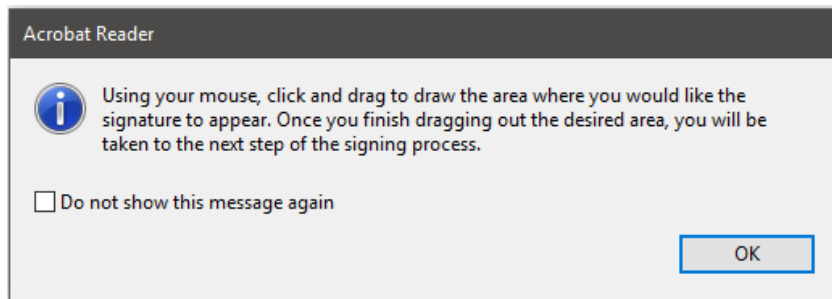
- 1) Open the PDF document or form that you want to sign.



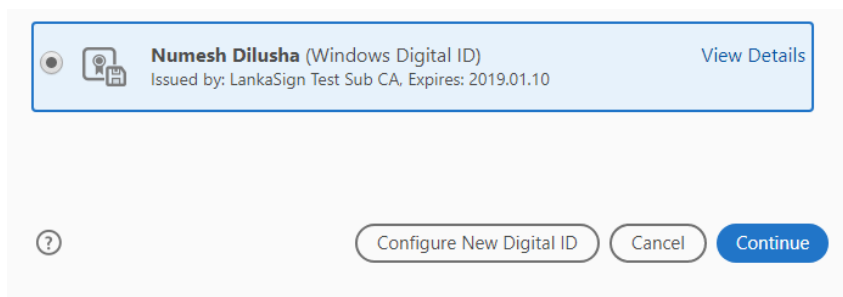
- 2) Choose **Tools > Certificates** icon Certificates.



- 3) Then click the **Digitally Sign** icon in the toolbar, and will come popup window. Click **OK**.



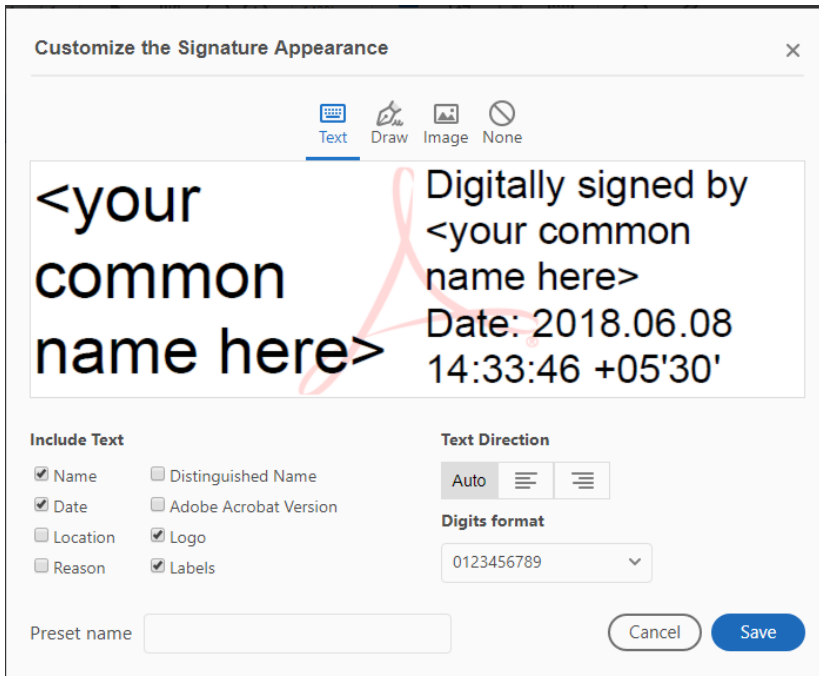
- 4) After that, choose whether you want to add your signature. Click the **Continue** button.



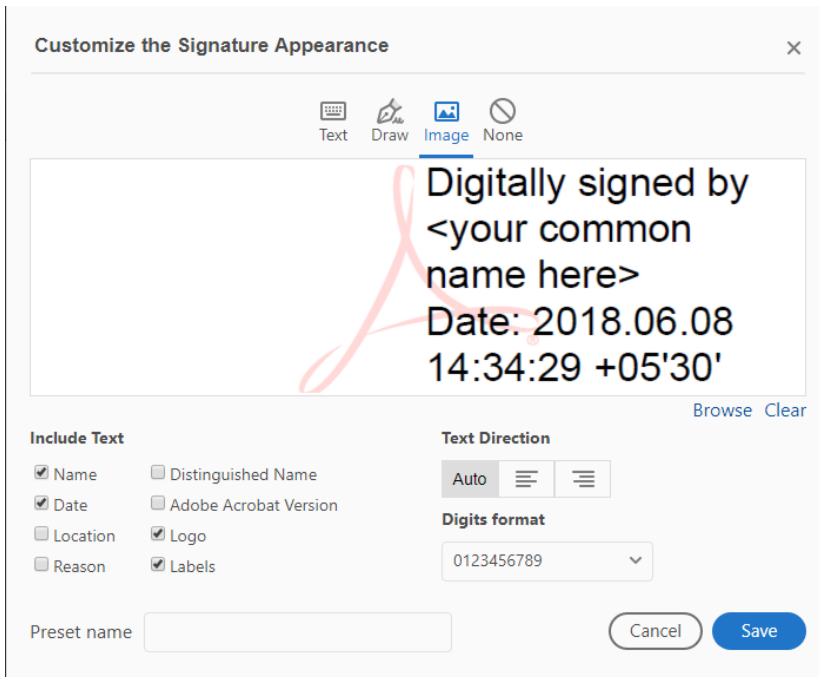
- 5) If you need insert an image of your handwritten signature. Click **Continue** button.



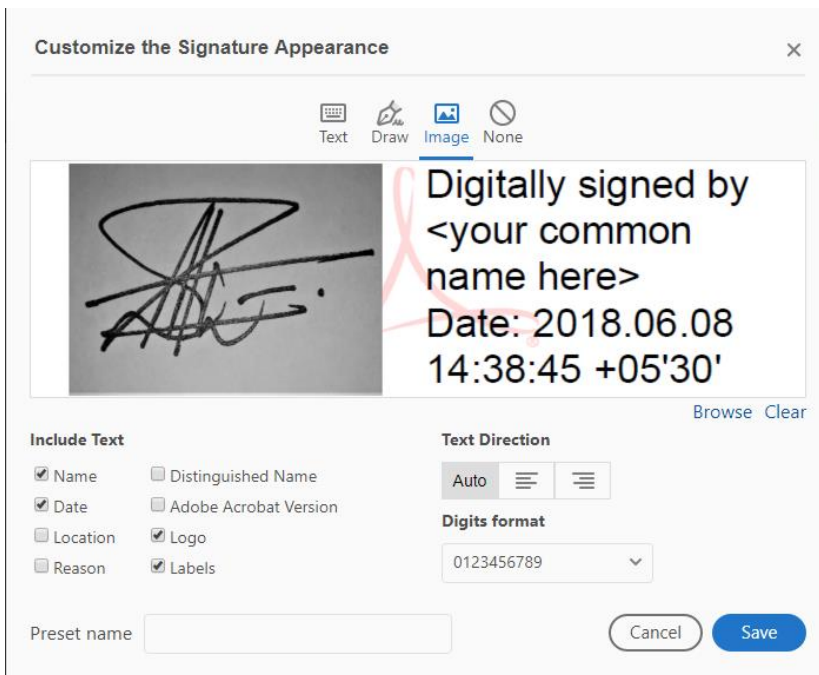
Select **Create**.



Select **Image**.



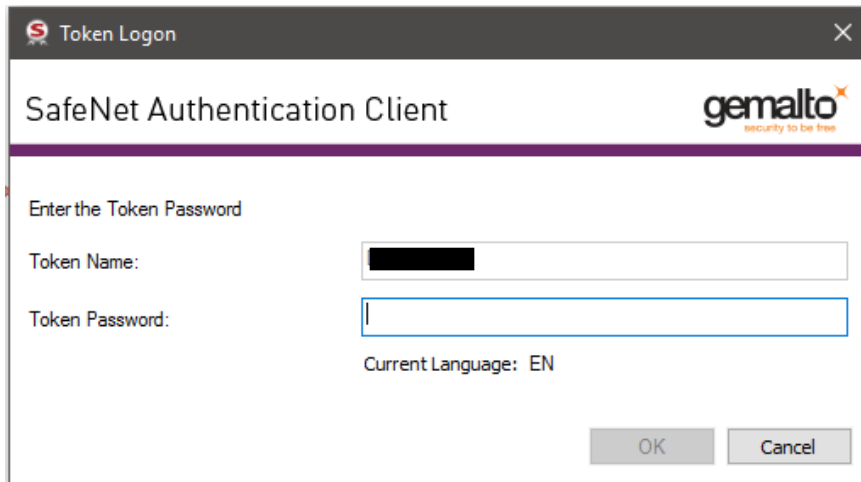
Select **Browse**>Select the Image in Pdf format.>**Open**



Click **Save** button.



Click **Sign** button.



Login to Safe net software, **Sign** and **Save**.

- 6) On the other hand, you can sign without your handwritten signature- Click on the **Sign** button >Then **save** the document.

Sign as "Numesh Dilusha "

Appearance Standard Text Create

**Numesh Dilusha** Digitally signed by Numesh Dilusha  
Date: 2018.06.08 12:09:12 +05'30'

Lock document after signing View Certificate Details

Review document content that may affect signing Review

Back Sign

Click **Sign** button.

Token Logon

SafeNet Authentication Client **gemalto**  
security to be free

Enter the Token Password

Token Name: [REDACTED]

Token Password: [REDACTED]

Current Language: EN

OK Cancel

Login to Safe net software, **Sign** and **Save**.

7) Signature sign with name.

**Numesh Dilusha** Digitally signed by Numesh Dilusha  
Date: 2018.06.08 12:08:10 +05'30'