



DocuSign Electronic Signature Services

The smart, secure way to electronically send, sign, track and store documents.

DocuSign is the leading enterprise-class document eSignature service. This comprehensive e-signing solution expedites the document signing process and ensures compliance with established E-SIGN and UETA requirements. DocuSign is fast, safe, secure and legally binding—backed by a complete, court admissible audit trail.

Through the DocuSign Console, senders simply drag and drop *Sign Here* tabs into the document and click send. The recipient receives an email notification, adopts a signature and is guided through the e-signing process. Signers must complete the document in its entirety. This ensures that there are never any missing data fields, initials or signatures on a document. Once completed, all parties are notified and provided a link to access the final document.

Documents are completed faster, more accurately and are automatically archived for future reference. Sales cycles are significantly shortened as signing turnaround is reduced to minutes—not days or weeks. DocuSign makes it easy to streamline operations and accelerate revenue with complete visibility and control into the document signing process.

DocuSign offers data collection, workflows, templates and sequential signing capabilities. In addition, users can leverage advanced functionality such as signer attachments, Smart Envelopes™, tailored document destruction policies for every document and eVault. DocuSign's Connect Application Programming Interface (API) ensures easy, seamless integration with your existing system for complete information exchange. And, DocuSign's *Designed for Mobile* functionality offers electronic signing from any Apple iPhone, RIM BlackBerry, Google Android, Windows Mobile or any other mobile device.

DocuSign is the one service for all of your electronic signature needs.

Key Benefits

- **Easy.** No software to download. No hardware to purchase. All you need is Internet access.
- **Fast.** Drag and drop *Sign Here* and data field tabs into your document and send. The signer is notified by email, authenticated and guided through the signing process. The document is completed and returned electronically in just minutes.
- **Signer Friendly.** Familiar, easy to identify *Sign Here* tabs quickly guide signers through the electronic signing process. Errors are minimized and the signer must complete the document.
- **Safe & Secure.** DocuSign leads the industry in security. Multiple levels of authentication ensure the right person receives the right document. Our fully redundant infrastructure ensures safety and reliability. DocuSign has consistently passed information security audits by Fortune 500 companies.
- **Comprehensive.** DocuSign is the premier electronic signature solution offering real-time document visibility and control throughout the document signing process. Know who, what and when—backed with a complete audit trail. Capture all document transaction data in one centralized location.

"Cool Vendors in Security and Privacy"

DocuSign has been recognized by Gartner's research team as a "cool vendor" because of its innovative electronic signature solution which enables users to do something they couldn't before—sign and complete legally-binding contracts online. DocuSign also caught Gartner's interest because of the technology's ability to deliver significant business impact.



"The introduction of DocuSign into our collections process significantly improved Days Sales Outstanding (DSO) contributing to access to over \$1 million in additional working capital on an annualized basis."

Brian Frank
Director of Global Enterprise Operations
LinkedIn



"It immediately goes from the customer's office to the supplier so there is a very little gap in time for the market to move. DocuSign helps the customer lock in a rate at a low price and ensures that it gets preserved even if the market is moving quickly."

Scott Chilton
President & Managing Partner
Community Energy, LP



"With DocuSign, we don't have to worry about tracking down faxes or paper documents anymore...everything is automatically integrated into our CRM system. And, DocuSign maintains a permanent record with a full audit trail that validates every signature."

Pat Hochstein
Vice President of North American Sales
Worldspan



DocuSign is available in three versions—Basic, Standard and Enterprise. DocuSign Basic offers core sending capabilities. When advanced functionality is needed, DocuSign Standard and Enterprise offer additional capabilities to streamline business processes. Choose the Edition that best suits your needs.

Key Features of DocuSign

- E-SIGN compliant eSignatures obtained through DocuSign are legally binding and court admissible.
- Secure, enterprise-class service ensures a completely tamper proof signing process.
- Convenient Web console offers 24/7 real-time document control.
- Time-saving templates and workflows; assign recipient routing order and correct documents; and collect valuable client data **during** the signing process and eliminate errors by automatically integrating data into your existing CRM system. Automatically set signing reminders and envelope expirations so offers don't grow stale.
- Leverage DocuSign Advanced Envelopes with in-person signing, signer attachments, recipient document visibility, automatic document purging and more.
- Optional configurable branding extends your brand with logo, color palette and custom instructions.
- Flexible and scalable, with reporting capabilities.

Training, Support & Upgrades

Full technical support through email, online chat, telephone and on-demand training videos.

Our optional premium support package includes both sender and signer telephone and email support, plus interactive trainings.

And remember, all future releases and upgrades are included with your DocuSign subscription.

Get DocuSign Today!

For more information or to request a free trial, contact DocuSign at 866.219.4318 or email sales@docusign.com. Visit www.docusign.com to learn more about DocuSign electronic signature services.

DocuSign Capabilities		Basic	Standard	Enterprise
Core e-Signature Capabilities	E-SIGN Compliant, Certificate of Completion, complete audit trail, E-SIGN Consumer Consent Manager, integrated signer authentication, 100% browser-based, no software to install	✓	✓	✓
Enterprise Infrastructure	Enterprise-class data center, tamper proof process (AES Encryption/ Hashing), fully redundant, 24/7 security & operations, comprehensive audit log	✓	✓	✓
Sending Options	Universal document format, multiple recipients and documents per envelope, <i>Sign Here</i> tabs, DocuSign Print Utility, automated reminders/expiration	✓	✓	✓
Signing Options	Browser-based, Designed for Mobile (iPhone, BlackBerry, Android, Windows Mobile & other mobile devices), tamper seal on exported files (PKI certificate), Fax Back option	✓	✓	✓
Management	Custom storage folder structures, search/sort envelopes	✓	✓	✓
User & Group Management	Manage users, account sharing, share address book and templates		✓	✓
Workflows & Templates	Signer auto navigation, create and use templates, automatic templates matching, templates library, create/embed PDF forms		✓	✓
Transaction Control	Routing order of recipients, correct/update documents, resend, reassignment		✓	✓
Forms & Data Management	Data collection from forms, advanced field validation, export collected data from forms		✓	✓
Optional Branding	Configure DocuSign with your branding using your logo, color palette and customized instructions for senders and signers		✓	✓
Advanced Envelopes	In-person signing, signer attachments, control document visibility with Smart Envelopes™, authentication workflow (STAN, OFAC, age verification), document retention, bulk sending tool			✓
Document Management	Automatic purging with advance notification, eVault			✓
API & Publisher	Integration with DocuSign's Connect Application Programming Interface (API)			✓
Storage	Store your documents and transaction information on DocuSign	\$	\$	\$
Onboarding	Includes setup and custom trainings	\$	\$	\$
Account Management	For larger accounts, receive support from our dedicated account management team.			