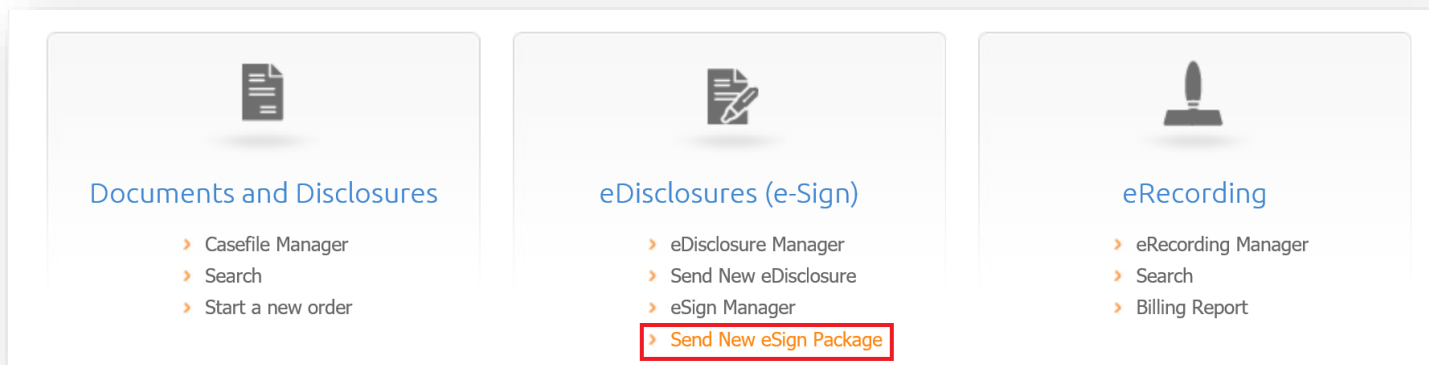


## Electronic Signature Guide: Lender

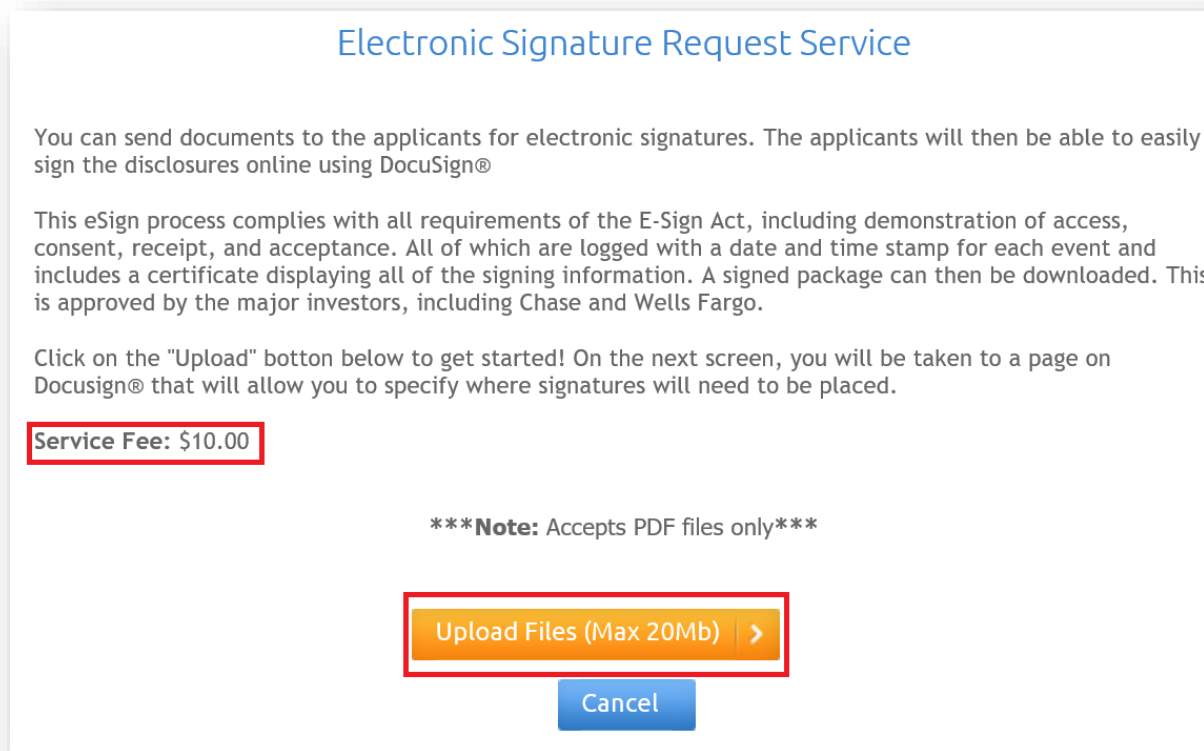
The service fee to electronically disclose and sign document(s) that PPDocs generates will be \$3 per transaction effective April 15<sup>th</sup> 2016. If you choose to upload your own documents that were not generated by PPDocs, the fee is \$10 per transaction. A credit card must be on file in order to utilize the eSign products effective June 1<sup>st</sup> 2016.

### For Your Own Uploaded Package:

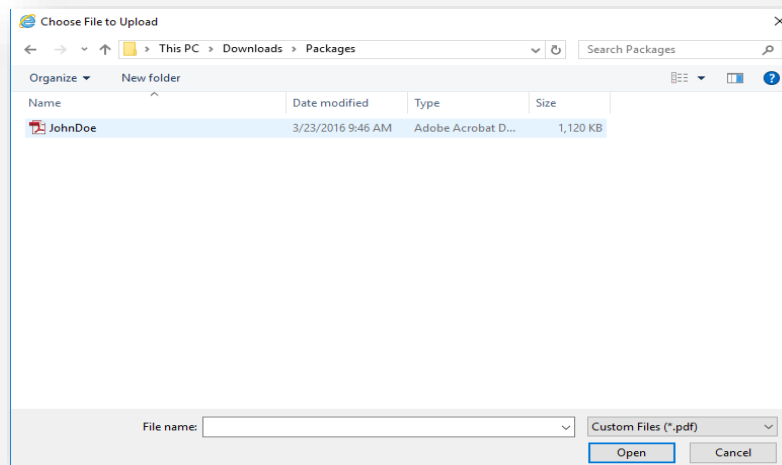
On the **Account** screen, find the **eDisclosures** menu and click **Send New eSign Package**



Upload your custom PDF package by clicking the **Upload Files (Max 20Mb)**. (Note: Uploading documents that are not generated by PPDocs incurs a service fee of \$10.)



A file dialog screen will pop up. You can only upload one file at a time for each transaction. Files must be in **PDF** format and be **20Mb** or less in size.



The next page will display a thumbnail preview of the documents being sent and a place to enter the package's **Loan Number** and the email **Subject**. The email subject will be what your recipient will see in their email to sign the documents. We default a subject, but you are welcome to change it. You can also specify the number of days that the package will expire in the **Expires in** field. We default this to be 3 days.

Preview:

Loan #:

1234567

Subject:

PeirsonPatterson has disclosures ready for your signature!

Expires in:

3

(days)

Next, enter any **signers** for the documents. You must have at least one email address. DocuSign® will generate emails on your behalf and send them to the applicant at the given email address(es). You can also specify an **Access Code** for extra protection. It is a number pin to access the disclosures and is not mandatory. *(Note: For security purposes the lender must send the applicant a separate email containing the **Access Code**.)*

Signers:	Name	Email	Access Code
1.	John Doe	applicantname1@gmail.com	123
2.			
3.			

Finally, specify the sender of the documents. This will automatically pull from your account, but you are free to override. **Name, Email, and Phone number** are required. Then, click the **Continue** button.

**Sender:**

Name:	<input type="text" value="Lender Name"/>
Email:	<input type="text" value="lendername1@gmail.com"/>
Phone Number:	<input type="text" value="(817) 555-5555"/>
Extension:	<input type="text"/>

**Continue** >

You will be redirected to a DocuSign® page that will allow you to select and place **Signature** placeholder(s) on the document. Click and drag a **Signature** placeholder where there is a signature line.

To: Lender Name [ebony@ppdocs.com]; John Doe [jackebony92@gmail.com];

Message: PeirsonPatterson has disclosures ready for your signature!

Tag for: John Doe [jackebony92]

**Signature** (highlighted in red box)

Optional Signature  
Initial  
Optional Initial  
Signer Attachment  
Full Name  
First Name  
Last Name  
Email Address  
Company  
Title  
Date Signed  
Approve  
Decline  
Data Field  
Check Box  
Radio Button  
Drop Down  
Note  
Formula

Drag a tag onto the document to assign a task to a recipient.  
To tag for a different recipient, click on that recipient's name on the left.

Signature  
Optional Signature  
Initial

☐ Don't show this again

This form is a statement of final loan terms and closing costs. Compare this document with your Loan Estimate.

Transaction Information		Loan Information
Borrower	John Doe 1234 Some Street Fort Worth, TX 76137	Loan Term 5 yr, 2 mo. Purpose Purchase Product 5.17 Year Balloon Payment, Fixed Rate
Seller	Colin J Plante	Loan Type <input checked="" type="checkbox"/> Conventional <input type="checkbox"/> FHA
Lender	ABC Bank	Loan ID # 1111111 MIC #

Property 1234 Some Street  
Fort Worth, TX 76137  
Sales Price \$119,000

Loan Terms		Can this amount increase after closing?
Loan Amount	\$101,150	NO
Interest Rate	5.499%	NO
Monthly Principal & Interest See Projected Payments below for your Estimated Total Monthly Payment	\$830.70	NO
Prepayment Penalty		Does the loan have these features? NO

**Send** Preview <Go Back | Save Draft | Discard Changes

Below is an example of where a **Signature** placeholder is placed on a document. When finished adding **Signature** placeholders, click the **Send** button at the bottom of the screen.

Name	ABC Bank	Buyer Title	
Address	102 W. Moore Avenue, Arlington, TX 76017		1234 Something Street, Arln
NMLS ID	1234567		
ST License ID			
Contact	Sally Originator		Jane Doe
Contact NMLS ID	123456		
Contact			
ST License ID			
Email	sally@someemail.com		janedoe@something.com
Phone	(800) 537-6564		(817) 555-7979

**Confirm Receipt**

By signing, you are only confirming that you have received this form. You do not have to accept this loan because

John Doe

**Send** Preview <Go Back Save Draft Discard Changes

A pop-up window will ask if you would like to preview the applicant's perspective of the sent document(s). If you do not wish to preview, you can click the **Send Anyway**, to send the document(s) without viewing the applicant's perspective

**Preview Signer View**

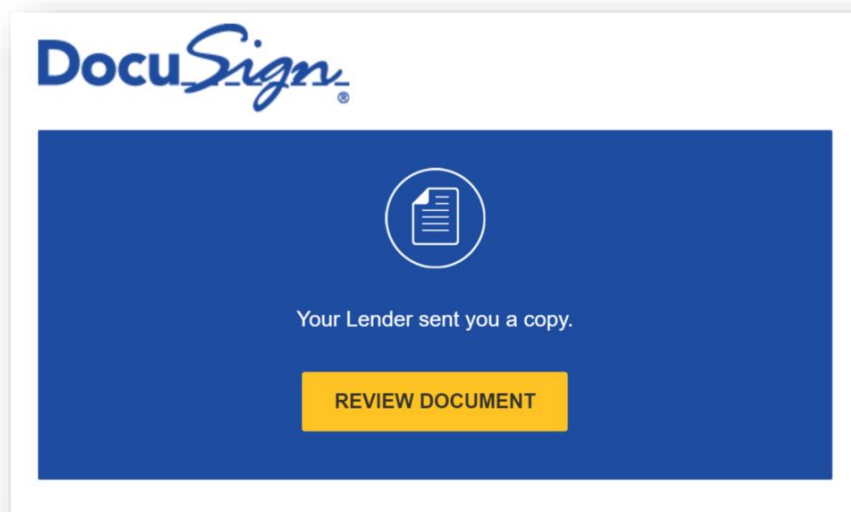
**Are you sure you don't want to preview what your signers will see before you send your envelope?**

You can double check your work by advancing through the preview and seeing the same experience your signers will have when they receive the envelope.

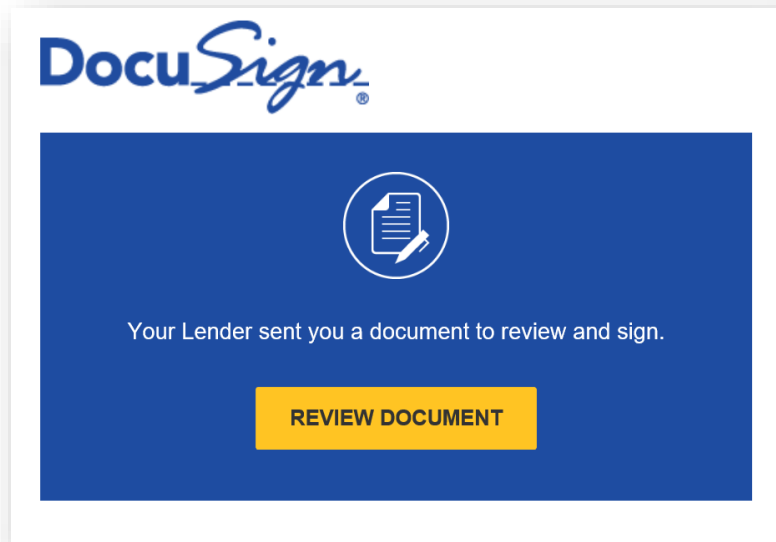
**Preview Now** **Send Anyway**

☐ Do not ask me this again

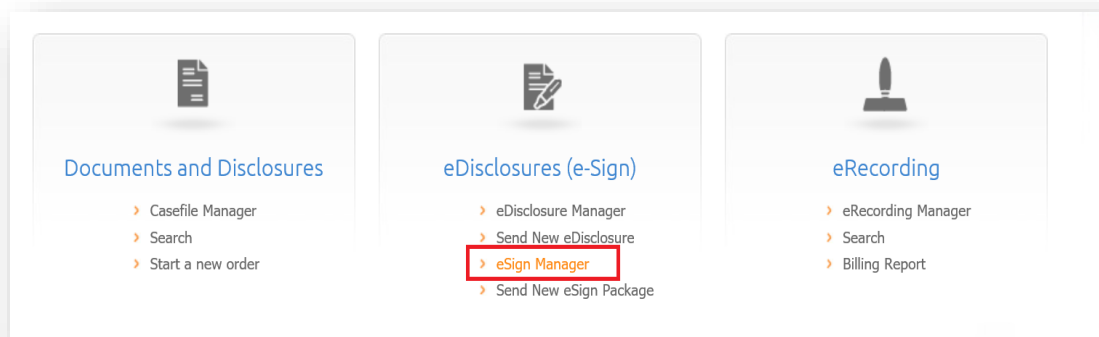
As the lender you will be carbon copied on the emails sent to the applicant.



The applicant(s) will receive an email requesting to review and sign the document(s).



To view the status of your eSignatures on PPDocs, go to your **Account** page and click on the **eSign Manager** link under **eDisclosures (e-Sign)**.



Next you'll be taken to the **eSign Manager** page. At the top of the table is the most recently created eSignature. To access eSignature details, click the **Loan #**. There is also a quick reference to the status on the right.

Home > Account > eSign Manager

### ESIGN MANAGER

Filter:  View:  Search:

Loan #	Signers	Submitted	Status
1234567	John Doe [applicantname1@gmail.com]	3/25/2016 9:15:09 AM	Sent

The status page has a **Preview** of the document, the **Loan Number**, the **Order Number** (for invoicing), the **Status** (at this point, it has been sent to the applicant), the **Last Update** to the eSign transaction, the **Signers** of the documents, and a visual of where the user is in the process (sent, delivered, and signed). There is also a link to **View Package** (after it has been signed), to **Abort** the transaction, and a link to **View Certificate** (also after it has been signed). This will give you the most complete details of the transaction from DocuSign® including the signing log, IP addresses, and evidence of completion.

[illegible]

Once the **Review and Sign** email is opened by the recipient, the **Delivered** status on the **eSign Manager** page will update to show the time that the disclosures were *Delivered*.

Home > Account > eSign Manager

## ESIGN MANAGER

Filter:  View:


Search:

Loan #	Signers	Submitted	Status
1234567	John Doe [applicantname1@gmail.com]	3/23/2016 9:53:29 AM	Delivered

Home > Account > eSign Manager > eSign Status

Document Info

Loan Number: 1234567  
Order Number: 201603230059  
**Status:** Delivered  
Last Update: 3/23/2016 10:02:51 AM



The screenshot shows a document titled "PersonPeterson" with a form containing various fields and a signature area. The form includes sections for "Personal Information", "Signature", and "Notarization". The "Signature" section has a table with columns for "Name", "Date", and "Signature". The "Notarization" section has a table with columns for "Notary", "Date", and "Signature". The document is dated 3/23/2016.


Signers

John Doe  
applicantname1@gmail.com  
123

✓ Sent:  
3/23/2016 7:55:54 AM

✓ Delivered:  
3/23/2016 8:02:31 AM

Signed: \_\_\_\_\_

 Abort (cannot undo)

When the applicant signs and sends you the document(s), your **eSign Manager** page will update to *Completed* and the **Status** page will show the date that it was signed.

Home > Account > eSign Manager


## ESIGN MANAGER

Filter:  View:  Search:  [NEW](#)

Loan #	Signers	Submitted	Status
1234567	John Doe [applicantname1@gmail.com]	3/23/2016 9:53:29 AM	Completed

### Document Info

Loan Number:	1234567
Order Number:	201603230059
Status:	Completed
Last Update:	3/23/2016 10:19:28 AM



### Signers

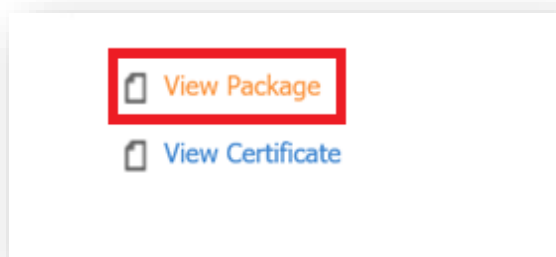
John Doe applicantname1@gmail.com 123	✓ Sent: 3/23/2016 7:55:54 AM	✓ Delivered: 3/23/2016 8:02:31 AM	✓ Signed: 3/23/2016 8:19:05 AM
---------------------------------------------	---------------------------------	--------------------------------------	-----------------------------------

[View Package](#)

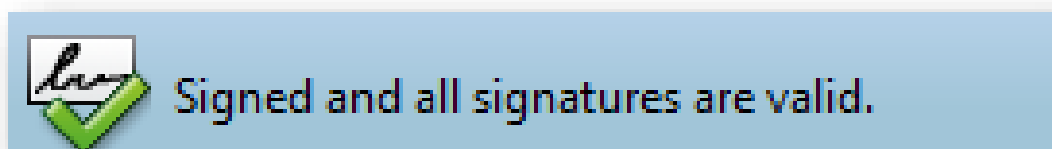
[View Certificate](#)



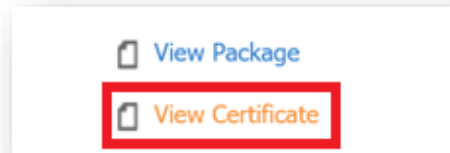
Once completed, clicking on the **View Package** link allows you to view the signed package.





When you open the package in Adobe PDF, the top left-hand corner of the screen will show a blue bar indicating signature validation.



Clicking on the **View Certificate** link shows a receipt of the transaction. DocuSign® will show the timestamps of when the document(s) were sent, viewed and signed under **Signer Events**.



Certificate Of Completion		
Envelope Id: A91209650F2C469D925AF6409274D99B		Status: Completed
Subject: PeirsonPatterson has disclosures ready for your signature!		
Source Envelope:		
Document Pages: 60	Signatures: 10	Envelope Originator:
Certificate Pages: 4	Initials: 0	Your Lender
AutoNav: Enabled		2310 W Interstate 20, Suite 100
EnvelopeId Stamping: Enabled		Arlington, TX 76017
Time Zone: (UTC-06:00) Central Time (US & Canada)		jerry@ppdocs.com
		IP Address: [REDACTED]
Record Tracking		
Status: Original	Holder: Your Lender	Location: DocuSign
3/23/2016 11:18:43 AM	jerry@ppdocs.com	
Signer Events	Signature	Timestamp
John Doe	DocuSigned by:  1F8758629E89424...	Sent: 3/23/2016 11:19:47 AM
applicantname1@gmail.com		Viewed: 3/23/2016 11:24:03 AM
Security Level: Email, Account Authentication (None), Access Code		Signed: 3/23/2016 11:31:12 AM
	Using IP Address: [REDACTED]	
Electronic Record and Signature Disclosure: Accepted: 3/23/2016 11:24:03 AM ID: 6838ec68-0dd8-484a-8ac1-6b24fcc864d9		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Pieron Patterson		Sent: 3/23/2016 11:19:48 AM
LenderName1@gmail.com		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign ID:		
Notary Events		Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/23/2016 11:19:48 AM
Certified Delivered	Security Checked	3/23/2016 11:24:04 AM
Signing Complete	Security Checked	3/23/2016 11:31:12 AM
Completed	Security Checked	3/23/2016 11:31:12 AM
Electronic Record and Signature Disclosure		

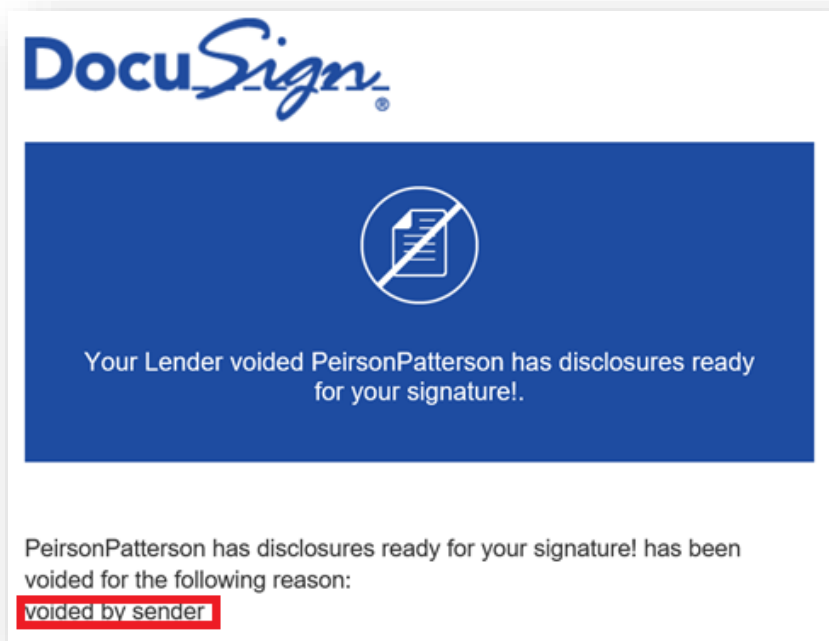
You can cancel the signing process by clicking the **Abort** link in the bottom left hand corner. This link will only display if the document is *Sent* or *Delivered*. Once the status is *Signed*, you will be unable to abort this process. Once aborted, you cannot undo it.

Signers

John Doe applicantname1@gmail.com 123	✓ Sent: 3/24/2016 1:41:30 PM	Delivered:	Signed:	
---------------------------------------------	---------------------------------	------------	---------	--

✕ Abort (cannot undo)

DocuSign® will send the signer(s) an email with this message with an explanation on why the package has been voided.



The **eSign Manager** and **Status** page will update as *Voided*.

Home > Account > eSign Manager

## ESIGN MANAGER

Filter:  View:  Search:

1234567	John Doe [applicantname1@gmail.com]	3/23/2016 3:20:59 PM	Voided
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### Document Info

<b>Loan Number:</b>	1234567
<b>Order Number:</b>	201603230327
<b>Status:</b>	Voided
<b>Last Update:</b>	3/23/2016 3:21:48 PM

PeirsonPatterson	
Lender Estimate	
Loan Number	1234567
Order Number	201603230327
Loan Amount	\$100,000
Interest Rate	4.5%
Monthly Payment	\$520.00
Term	36 Months
Origination Fee	\$100
Prepayment Penalty	\$100
Returned Payment	\$100
Payment Schedule	
Payment Schedule	Month 1 - 36
Payment Schedule	Month 37 - 72
Payment Schedule	Month 73 - 108
Payment Schedule	Month 109 - 144
Payment Schedule	Month 145 - 180
Payment Schedule	Month 181 - 216
Payment Schedule	Month 217 - 252
Payment Schedule	Month 253 - 288
Payment Schedule	Month 289 - 324
Payment Schedule	Month 325 - 360
Payment Schedule	Month 361 - 396
Payment Schedule	Month 397 - 432
Payment Schedule	Month 433 - 468
Payment Schedule	Month 469 - 504
Payment Schedule	Month 505 - 540
Payment Schedule	Month 541 - 576
Payment Schedule	Month 577 - 612
Payment Schedule	Month 613 - 648
Payment Schedule	Month 649 - 684
Payment Schedule	Month 685 - 720
Payment Schedule	Month 721 - 756
Payment Schedule	Month 757 - 792
Payment Schedule	Month 793 - 828
Payment Schedule	Month 829 - 864
Payment Schedule	Month 865 - 900
Payment Schedule	Month 901 - 936
Payment Schedule	Month 937 - 972
Payment Schedule	Month 973 - 1008
Payment Schedule	Month 1009 - 1044
Payment Schedule	Month 1045 - 1080
Payment Schedule	Month 1081 - 1116
Payment Schedule	Month 1117 - 1152
Payment Schedule	Month 1153 - 1188
Payment Schedule	Month 1189 - 1224
Payment Schedule	Month 1225 - 1260
Payment Schedule	Month 1261 - 1296
Payment Schedule	Month 1297 - 1332
Payment Schedule	Month 1333 - 1368
Payment Schedule	Month 1369 - 1404
Payment Schedule	Month 1405 - 1440
Payment Schedule	Month 1441 - 1476
Payment Schedule	Month 1477 - 1512
Payment Schedule	Month 1513 - 1548
Payment Schedule	Month 1549 - 1584
Payment Schedule	Month 1585 - 1620
Payment Schedule	Month 1621 - 1656
Payment Schedule	Month 1657 - 1692
Payment Schedule	Month 1693 - 1728
Payment Schedule	Month 1729 - 1764
Payment Schedule	Month 1765 - 1800
Payment Schedule	Month 1801 - 1836
Payment Schedule	Month 1837 - 1872
Payment Schedule	Month 1873 - 1908
Payment Schedule	Month 1909 - 1944
Payment Schedule	Month 1945 - 1980
Payment Schedule	Month 1981 - 2016
Payment Schedule	Month 2017 - 2052
Payment Schedule	Month 2053 - 2088
Payment Schedule	Month 2089 - 2124
Payment Schedule	Month 2125 - 2160
Payment Schedule	Month 2161 - 2196
Payment Schedule	Month 2197 - 2232
Payment Schedule	Month 2233 - 2268
Payment Schedule	Month 2269 - 2304
Payment Schedule	Month 2305 - 2340
Payment Schedule	Month 2341 - 2376
Payment Schedule	Month 2377 - 2412
Payment Schedule	Month 2413 - 2448
Payment Schedule	Month 2449 - 2484
Payment Schedule	Month 2485 - 2520
Payment Schedule	Month 2521 - 2556
Payment Schedule	Month 2557 - 2592
Payment Schedule	Month 2593 - 2628
Payment Schedule	Month 2629 - 2664
Payment Schedule	Month 2665 - 2700
Payment Schedule	Month 2701 - 2736
Payment Schedule	Month 2737 - 2772
Payment Schedule	Month 2773 - 2808
Payment Schedule	Month 2809 - 2844
Payment Schedule	Month 2845 - 2880
Payment Schedule	Month 2881 - 2916
Payment Schedule	Month 2917 - 2952
Payment Schedule	Month 2953 - 2988
Payment Schedule	Month 2989 - 3024
Payment Schedule	Month 3025 - 3060
Payment Schedule	Month 3061 - 3096
Payment Schedule	Month 3097 - 3132
Payment Schedule	Month 3133 - 3168
Payment Schedule	Month 3169 - 3204
Payment Schedule	Month 3205 - 3240
Payment Schedule	Month 3241 - 3276
Payment Schedule	Month 3277 - 3312
Payment Schedule	Month 3313 - 3348
Payment Schedule	Month 3349 - 3384
Payment Schedule	Month 3385 - 3420
Payment Schedule	Month 3421 - 3456
Payment Schedule	Month 3457 - 3492
Payment Schedule	Month 3493 - 3528
Payment Schedule	Month 3529 - 3564
Payment Schedule	Month 3565 - 3600
Payment Schedule	Month 3601 - 3636
Payment Schedule	Month 3637 - 3672
Payment Schedule	Month 3673 - 3708
Payment Schedule	Month 3709 - 3744
Payment Schedule	Month 3745 - 3780
Payment Schedule	Month 3781 - 3816
Payment Schedule	Month 3817 - 3852
Payment Schedule	Month 3853 - 3888
Payment Schedule	Month 3889 - 3924
Payment Schedule	Month 3925 - 3960
Payment Schedule	Month 3961 - 3996
Payment Schedule	Month 3997 - 4032
Payment Schedule	Month 4033 - 4068
Payment Schedule	Month 4069 - 4104
Payment Schedule	Month 4105 - 4140
Payment Schedule	Month 4141 - 4176
Payment Schedule	Month 4177 - 4212
Payment Schedule	Month 4213 - 4248
Payment Schedule	Month 4249 - 4284
Payment Schedule	Month 4285 - 4320
Payment Schedule	Month 4321 - 4356
Payment Schedule	Month 4357 - 4392
Payment Schedule	Month 4393 - 4428
Payment Schedule	Month 4429 - 4464
Payment Schedule	Month 4465 - 4500
Payment Schedule	Month 4501 - 4536
Payment Schedule	Month 4537 - 4572
Payment Schedule	Month 4573 - 4608
Payment Schedule	Month 4609 - 4644
Payment Schedule	Month 4645 - 4680
Payment Schedule	Month 4681 - 4716
Payment Schedule	Month 4717 - 4752
Payment Schedule	Month 4753 - 4788
Payment Schedule	Month 4789 - 4824
Payment Schedule	Month 4825 - 4860
Payment Schedule	Month 4861 - 4896
Payment Schedule	Month 4897 - 4932
Payment Schedule	Month 4933 - 4968
Payment Schedule	Month 4969 - 5004
Payment Schedule	Month 5005 - 5040
Payment Schedule	Month 5041 - 5076
Payment Schedule	Month 5077 - 5112
Payment Schedule	Month 5113 - 5148
Payment Schedule	Month 5149 - 5184
Payment Schedule	Month 5185 - 5220
Payment Schedule	Month 5221 - 5256
Payment Schedule	Month 5257 - 5292
Payment Schedule	Month 5293 - 5328
Payment Schedule	Month 5329 - 5364
Payment Schedule	Month 5365 - 5400
Payment Schedule	Month 5401 - 5436
Payment Schedule	Month 5437 - 5472
Payment Schedule	Month 5473 - 5508
Payment Schedule	Month 5509 - 5544
Payment Schedule	Month 5545 - 5580
Payment Schedule	Month 5581 - 5616
Payment Schedule	Month 5617 - 5652
Payment Schedule	Month 5653 - 5688
Payment Schedule	Month 5689 - 5724
Payment Schedule	Month 5725 - 5760
Payment Schedule	Month 5761 - 5796
Payment Schedule	Month 5797 - 5832
Payment Schedule	Month 5833 - 5868
Payment Schedule	Month 5869 - 5904
Payment Schedule	Month 5905 - 5940
Payment Schedule	Month 5941 - 5976
Payment Schedule	Month 5977 - 6012
Payment Schedule	Month 6013 - 6048
Payment Schedule	Month 6049 - 6084
Payment Schedule	Month 6085 - 6120
Payment Schedule	Month 6121 - 6156
Payment Schedule	Month 6157 - 6192
Payment Schedule	Month 6193 - 6228
Payment Schedule	Month 6229 - 6264
Payment Schedule	Month 6265 - 6300
Payment Schedule	Month 6301 - 6336
Payment Schedule	Month 6337 - 6372
Payment Schedule	Month 6373 - 6408
Payment Schedule	Month 6409 - 6444
Payment Schedule	Month 6445 - 6480
Payment Schedule	Month 6481 - 6516
Payment Schedule	Month 6517 - 6552
Payment Schedule	Month 6553 - 6588
Payment Schedule	Month 6589 - 6624
Payment Schedule	Month 6625 - 6660
Payment Schedule	Month 6661 - 6696
Payment Schedule	Month 6697 - 6732
Payment Schedule	Month 6733 - 6768
Payment Schedule	Month 6769 - 6804
Payment Schedule	Month 6805 - 6840
Payment Schedule	Month 6841 - 6876
Payment Schedule	Month 6877 - 6912
Payment Schedule	Month 6913 - 6948
Payment Schedule	Month 6949 - 6984
Payment Schedule	Month 6985 - 7020
Payment Schedule	Month 7021 - 7056
Payment Schedule	Month 7057 - 7092
Payment Schedule	Month 7093 - 7128
Payment Schedule	Month 7129 - 7164
Payment Schedule	Month 7165 - 7200
Payment Schedule	Month 7201 - 7236
Payment Schedule	Month 7237 - 7272
Payment Schedule	Month 7273 - 7308
Payment Schedule	Month 7309 - 7344
Payment Schedule	Month 7345 - 7380
Payment Schedule	Month 7381 - 7416
Payment Schedule	Month 7417 - 7452
Payment Schedule	Month 7453 - 7488
Payment Schedule	Month 7489 - 7524
Payment Schedule	Month 7525 - 7560
Payment Schedule	Month 7561 - 7596
Payment Schedule	Month 7597 - 7632
Payment Schedule	Month 7633 - 7668
Payment Schedule	Month 7669 - 7704
Payment Schedule	Month 7705 - 7740
Payment Schedule	Month 7741 - 7776
Payment Schedule	Month 7777 - 7812
Payment Schedule	Month 7813 - 7848
Payment Schedule	Month 7849 - 7884
Payment Schedule	Month 7885 - 7920
Payment Schedule	Month 7921 - 7956
Payment Schedule	Month 7957 - 7992
Payment Schedule	Month 7993 - 8028
Payment Schedule	Month 8029 - 8064
Payment Schedule	Month 8065 - 8100
Payment Schedule	Month 8101 - 8136
Payment Schedule	Month 8137 - 8172
Payment Schedule	Month 8173 - 8208
Payment Schedule	Month 8209 - 8244
Payment Schedule	Month 8245 - 8280
Payment Schedule	Month 8281 - 8316
Payment Schedule	Month 8317 - 8352
Payment Schedule	Month 8353 - 8388
Payment Schedule	Month 8389 - 8424
Payment Schedule	Month 8425 - 8460
Payment Schedule	Month 8461 - 8496
Payment Schedule	Month 8497 - 8532
Payment Schedule	Month 8533 - 8568
Payment Schedule	Month 8569 - 8604
Payment Schedule	Month 8605 - 8640
Payment Schedule	Month 8641 - 8676
Payment Schedule	Month 8677 - 8712
Payment Schedule	Month 8713 - 8748
Payment Schedule	Month 8749 - 8784
Payment Schedule	Month 8785 - 8820
Payment Schedule	Month 8821 - 8856
Payment Schedule	Month 8857 - 8892
Payment Schedule	Month 8893 - 8928
Payment Schedule	Month 8929 - 8964
Payment Schedule	Month 8965 - 9000
Payment Schedule	Month 9001 - 9036
Payment Schedule	Month 9037 - 9072
Payment Schedule	Month 9073 - 9108
Payment Schedule	Month 9109 - 9144
Payment Schedule	Month 9145 - 9180
Payment Schedule	Month 9181 - 9216
Payment Schedule	Month 9217 - 9252
Payment Schedule	Month 9253 - 9288
Payment Schedule	Month 9289 - 9324
Payment Schedule	Month 9325 - 9360
Payment Schedule	Month 9361 - 9396
Payment Schedule	Month 9397 - 9432
Payment Schedule	Month 9433 - 9468
Payment Schedule	Month 9469 - 9504
Payment Schedule	Month 9505 - 9540
Payment Schedule	Month 9541 - 9576
Payment Schedule	Month 9577 - 9612
Payment Schedule	Month 9613 - 9648
Payment Schedule	Month 9649 - 9684
Payment Schedule	Month 9685 - 9720
Payment Schedule	Month 9721 - 9756
Payment Schedule	Month 9757 - 9792
Payment Schedule	Month 9793 - 9828
Payment Schedule	Month 9829 - 9864
Payment Schedule	Month 9865 - 9900
Payment Schedule	Month 9901 - 9936
Payment Schedule	Month 9937 - 9972
Payment Schedule	Month 9973 - 10008
Payment Schedule	Month 10009 - 10044
Payment Schedule	Month 10045 - 10080
Payment Schedule	Month 10081 - 10116
Payment Schedule	Month 10117 - 10152
Payment Schedule	Month 10153 - 10188
Payment Schedule	Month 10189 - 10224
Payment Schedule	Month 10225 - 10260
Payment Schedule	Month 10261 - 10296
Payment Schedule	Month 10297 - 10332
Payment Schedule	Month 10333 - 10368
Payment Schedule	Month 10369 - 10404
Payment Schedule	Month 10405 - 10440
Payment Schedule	Month 10441 - 10476
Payment Schedule	Month 10477 - 10512
Payment Schedule	Month 10513 - 10548
Payment Schedule	Month 10549 - 10584
Payment Schedule	Month 10585 - 10620
Payment Schedule	Month 10621 - 10656
Payment Schedule	Month 10657 - 10692
Payment Schedule	Month 10693 - 10728
Payment Schedule	Month 10729 - 10764
Payment Schedule	Month 10765 - 10800
Payment Schedule	Month 10801 - 10836
Payment Schedule	Month 10837 - 10872
Payment Schedule	Month 10873 - 10908
Payment Schedule	Month 10909 - 10944
Payment Schedule	Month 10945 - 10980
Payment Schedule	Month 10981 - 11016
Payment Schedule	Month 11017 - 11052
Payment Schedule	Month 11053 - 11088
Payment Schedule	Month 11089 - 11124
Payment Schedule	Month 11125 - 11160
Payment Schedule	Month 11161 - 11196
Payment Schedule	Month 11197 - 11232
Payment Schedule	Month 11233 - 11268
Payment Schedule	Month 11269 - 11304
Payment Schedule	Month 11305 - 11340
Payment Schedule	Month 11341 - 11376
Payment Schedule	Month 11377 - 11412
Payment Schedule	Month 11413 - 11448
Payment Schedule	Month 11449 - 11484
Payment Schedule	Month 11485 - 11520
Payment Schedule	Month 11521 - 11556
Payment Schedule	Month 11557 - 11592
Payment Schedule	Month 11593 - 11628
Payment Schedule	Month 11629 - 11664
Payment Schedule	Month 11665 - 11700
Payment Schedule	Month 11701 - 11736
Payment Schedule	Month 11737 - 11772
Payment Schedule	Month 11773 - 11808
Payment Schedule	Month 11809 - 11844
Payment Schedule	Month 11845 - 11880
Payment Schedule	Month 11881 - 11916
Payment Schedule	Month 11917 - 11952
Payment Schedule	Month 11953 - 11988
Payment Schedule	Month 11989 - 12024
Payment Schedule	Month 12025 - 12060
Payment Schedule	Month 12061 - 12096
Payment Schedule	Month 12097 - 12132
Payment Schedule	Month 12133 - 12168
Payment Schedule	Month 12169 - 12204
Payment Schedule	Month 12205 - 12240
Payment Schedule	Month 12241 - 12276
Payment Schedule	Month 12277 - 12312
Payment Schedule	Month 12313 - 12348
Payment Schedule	Month 12349 - 12384
Payment Schedule	Month 12385 - 12420
Payment Schedule	Month 12421 - 12456
Payment Schedule	Month 12457 - 12492
Payment Schedule	Month 12493 - 12528
Payment Schedule	Month 12529 - 12564
Payment Schedule	Month 12565 - 12600
Payment Schedule	Month 12601 - 12636
Payment Schedule	Month 12637 - 12672
Payment Schedule	Month 12673 - 12708
Payment Schedule	Month 12709 - 12744
Payment Schedule	Month 12745 - 12780
Payment Schedule	Month 12781 - 12816
Payment Schedule	Month 12817 - 12852
Payment Schedule	Month 12853 - 12888
Payment Schedule	Month 12889 - 12924
Payment Schedule	Month 12925 - 12960
Payment Schedule	Month 12961 - 13000
Payment Schedule	Month 13001 - 13040
Payment Schedule	Month 13041 - 13080
Payment Schedule	Month 13081 - 13120
Payment Schedule	Month 13121 - 13160
Payment Schedule	Month 13161 - 13200
Payment Schedule	Month 13201 - 13240
Payment Schedule	Month 13241 - 13280
Payment Schedule	Month 13281 - 13320
Payment Schedule	Month 13321 - 13360
Payment Schedule	Month 13361 - 13400
Payment Schedule	Month 13401 - 13440
Payment Schedule	Month 13441 - 13480
Payment Schedule	Month 13481 - 13520
Payment Schedule	Month 13521 - 13560
Payment Schedule	Month 13561 - 13600
Payment Schedule	Month 13601 - 13640
Payment Schedule	Month 13641 - 13680
Payment Schedule	Month 13681 - 13720
Payment Schedule	Month 13721 - 13760
Payment Schedule	Month 13761 - 13800
Payment Schedule	Month 13801 - 13840
Payment Schedule	Month 13841 - 13880
Payment Schedule	Month 13881 - 13920
Payment Schedule	Month 13921 - 13960
Payment Schedule	Month 13961 - 14000
Payment Schedule	Month 14001 - 14040
Payment Schedule	Month 14041 - 14080
Payment Schedule	Month 14081 - 14120
Payment Schedule	Month 14121 - 14160
Payment Schedule	Month 14161 - 14200
Payment Schedule	Month 14201 - 14240
Payment Schedule	Month 14241 - 14280
Payment Schedule	Month 14281 - 14320
Payment Schedule	Month 14321 - 14360
Payment Schedule	Month 14361 - 14400
Payment Schedule	Month 14401 - 14440
Payment Schedule	Month 14441 - 14480
Payment Schedule	Month 14481 - 14520
Payment Schedule	Month 14521 - 14560
Payment Schedule	Month 14561 - 14600
Payment Schedule	Month 14601 - 14640
Payment Schedule	Month 14641 - 14680
Payment Schedule	Month 14681 - 14720
Payment Schedule	Month 14721 - 14760
Payment Schedule	Month 14761 - 14800
Payment Schedule	Month 14801 - 14840
Payment Schedule	Month 14841 - 14880
Payment Schedule	Month 14881 - 14920
Payment Schedule	Month 14921 -


The Signer(s) can also **Decline To Sign** the document(s). After they have opened the document(s) an options menu called **Other Actions** will appear in the top right corner.


**OTHER ACTIONS**

**FINISH LATER**  
Save the document in its current state and finish the signing process at a later time.


**PRINT & SIGN**  
Print the document and sign in ink. Then either scan and upload or fax back the document.

**DECLINE TO SIGN**  
Notify the sender that you refuse to sign the document.

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[View Certificate \(PDF\)](#) 

[View Electronic Record and Signature Disclosure](#)

If the Signer(s) **Decline To Sign**, the document(s) will be *Voided* and DocuSign® will send you an email. If they choose **Finish Later**, the document(s) will be saved for later and not voided.

**Caution**

If you continue, this document will be voided.

To request changes to this document, **FINISH LATER** and contact the sender.

**CONTINUE** **FINISH LATER** **CANCEL**

If they **Continue** to **Decline To Sign**, the next pop-up window will be presented with a place to enter a reason for declining the document(s). It is not required.

×

## Decline to Sign

Please provide a reason for declining:

500 characters remaining

DECLINE TO SIGN

CANCEL

The recipient will get confirmation that their transaction has been declined. One borrower declining voids the entire transaction.

## YOUR ENVELOPE HAS BEEN DECLINED

You have successfully declined the envelope.

CLOSE

DocuSign® will send the Lender an email explaining the Signer(s) has declined to sign.



John Doe declined to sign.

**REVIEW DOCUMENT**

John Doe declined package.pdf. As a result, the documents cannot be completed.

The **eSign Manager** and **Status** pages will update to *Declined*.

1234567 (Cloned)	John Doe [applicantname1@gmail.com]	3/24/2016 11:58:06 AM	Declined
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[Home](#) > [Account](#) > [eSign Manager](#) > [eSign Status](#)

## Document Info

Loan Number:	1234567
Order Number:	201603250106
Status:	Declined
Last Update:	3/25/2016 11:19:33 AM

<b>PersonPattern</b> PersonPattern is a class that represents a person. It has attributes: name, address, phone number, email address, and social security number. It has methods: get name, get address, get phone number, get email address, get social security number, set name, set address, set phone number, set email address, and set social security number.	
<b>Loan Estimate</b> Loan Estimate is a class that represents a loan estimate. It has attributes: loan amount, interest rate, term, and origination fee. It has methods: get loan amount, get interest rate, get term, get origination fee, set loan amount, set interest rate, set term, and set origination fee.	Loan Estimate is a class that represents a loan estimate. It has attributes: loan amount, interest rate, term, and origination fee. It has methods: get loan amount, get interest rate, get term, get origination fee, set loan amount, set interest rate, set term, and set origination fee.
<b>Insurance</b> Insurance is a class that represents an insurance policy. It has attributes: policy number, premium, deductible, and coverage amount. It has methods: get policy number, get premium, get deductible, get coverage amount, set policy number, set premium, set deductible, and set coverage amount.	Insurance is a class that represents an insurance policy. It has attributes: policy number, premium, deductible, and coverage amount. It has methods: get policy number, get premium, get deductible, get coverage amount, set policy number, set premium, set deductible, and set coverage amount.
<b>Investment</b> Investment is a class that represents an investment. It has attributes: investment amount, interest rate, term, and origination fee. It has methods: get investment amount, get interest rate, get term, get origination fee, set investment amount, set interest rate, set term, and set origination fee.	Investment is a class that represents an investment. It has attributes: investment amount, interest rate, term, and origination fee. It has methods: get investment amount, get interest rate, get term, get origination fee, set investment amount, set interest rate, set term, and set origination fee.
<b>Preparation Fee</b> Preparation Fee is a class that represents a preparation fee. It has attributes: fee amount, interest rate, term, and origination fee. It has methods: get fee amount, get interest rate, get term, get origination fee, set fee amount, set interest rate, set term, and set origination fee.	Preparation Fee is a class that represents a preparation fee. It has attributes: fee amount, interest rate, term, and origination fee. It has methods: get fee amount, get interest rate, get term, get origination fee, set fee amount, set interest rate, set term, and set origination fee.
<b>Referral Fee</b> Referral Fee is a class that represents a referral fee. It has attributes: fee amount, interest rate, term, and origination fee. It has methods: get fee amount, get interest rate, get term, get origination fee, set fee amount, set interest rate, set term, and set origination fee.	Referral Fee is a class that represents a referral fee. It has attributes: fee amount, interest rate, term, and origination fee. It has methods: get fee amount, get interest rate, get term, get origination fee, set fee amount, set interest rate, set term, and set origination fee.

## Signers

<b>John Doe</b> <i>applicantname1@gmail.com</i> 123	 <b>Sent:</b> 3/25/2016 11:16:26 AM	 <b>Delivered:</b> 3/25/2016 11:18:44 AM	<b>Signed:</b> _____	 <b>Declined:</b> 3/25/2016 11:19:13 AM
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If a recipient does not know their access code, or is unable to validate, the transaction will be locked out and your **eSign Manager** and **Status** pages on PPDocs will automatically be updated as **Failed**. DocuSign® does not send an email for this update.

Home > Account > eSign Manager

## ESIGN MANAGER

Filter:  View:

Search:

NEW

Loan #	Signers	Submitted	Status
1234567	John Doe [applicantname1@gmail.com]	3/25/2016 10:00:32 AM	Failed

Home > Account > eSign Manager > eSign Status

### Document Info

Loan Number:	1234567
Order Number:	201603250054
Status:	Failed
Last Update:	3/25/2016 10:06:25 AM

Person Patterson	
Loan Estimate	
Loan Amount	\$250,000.00
Loan Term	30 Years
Interest Rate	4.750%
Monthly Payment	\$1,271.95
First Payment Due	04/01/2016
Estimated Closing Costs	\$2,941.00
Estimated Cash to Close	\$41,059.00

### Signers

John Doe applicantname1@gmail.com 123	✓ Sent: 3/25/2016 10:01:02 AM	Delivered:	Signed:	✗ Failed : 3/25/2016 10:06:05 AM
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