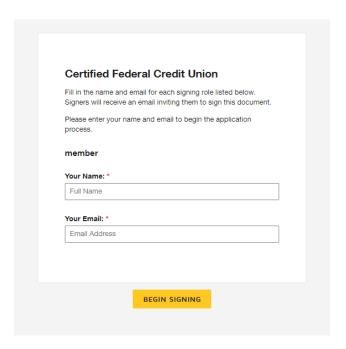


How to Use DocuSign Forms

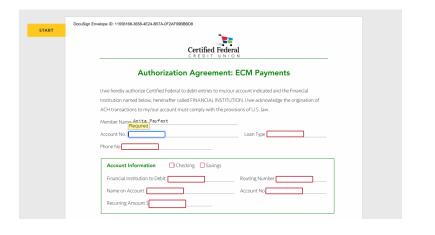
- 1. Go to the Certified Federal website: <u>www.certifiedfed.com</u> → Support → Forms + Disclosures
- 2. Click on the Form document link that you need (example): www.certifiedfed.com/ecmrecurringform
- 3. Enter name and email address; click BEGIN SIGNING



4. Click continue to Complete the Content of the Form



5. Complete all of the Required fields

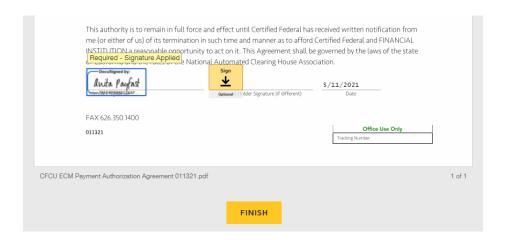


ACH transactions to my/our account must comply with the provisions of U.S. law.
Member Name Anita Payfast Required
Account No. 12345678 Loan Type
Phone No.

6. Once all required fields are completed, click START to sign the Form



7. DocuSign will create a signature for you that is completely legal to use. Click FINISH when it appears.



8. That's it! Save a copy or print a copy, if you wish.

