

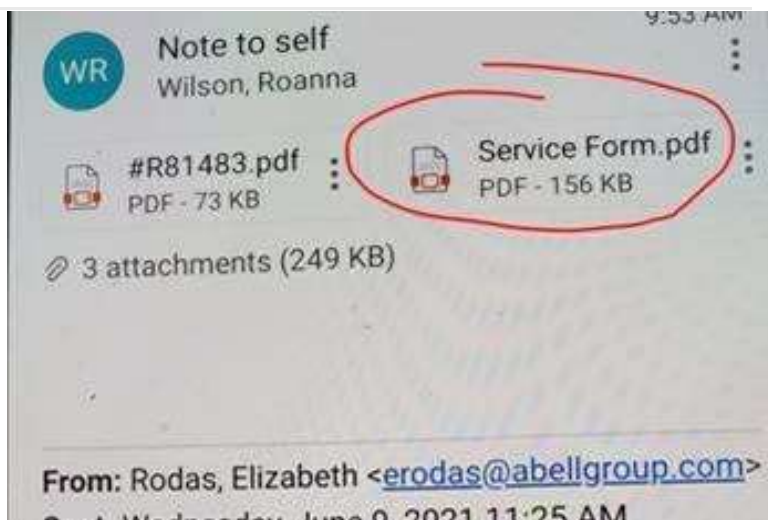


## Adobe Fill & Sign - 5 easy steps

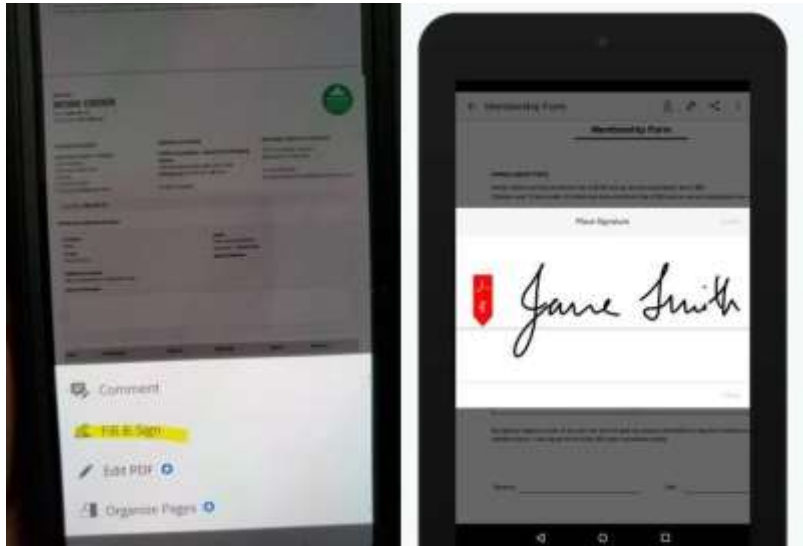
### 1. Download Adobe App from Play Store onto your device



### 2. Open pdf document received from After Hours Team that requires signature



### 3. Select Fill & Sign option



### 4. Add text or signature as required by selecting icons on the bottom of screen



### 5. Touch screen for menu to appear, select icon to share a copy to outlook, email document back to After Hours to close off issue.



► We're on it.