

Digital Signature Verification Report

Process and Intent Verification

The appFiles digital signature platform provides for two types of digital signatures each with their own type of authentication. The purpose of this report is to provide the parties of the documents listed below with the proof of intent and verification information collected at the time of digital signature.


The first type of digital signature is an in-person digital signature which is administered in the presence of personnel experienced with the collection of digital signatures. For this style of signature we record not only the required verification information consisting of the signature ID, device IP address and timestamp that the signature was collected but also the name of the experienced digital signature administrator who personally observed and explained the digital signature process to the client.

The second type of digital signature is a send-away digital signature. In this type of signature, the digital signature administrator prepares a set of documents to be sent and signed on the client's own computer or mobile device. During the process of preparing the package of documents, the administrator assigns a role to the client and places/activates the correct signature and initial locations on the document for that individual. A link is then generated and emailed that is unique to that individual that will begin the review and digital signature process.

Due to the nature of the send-away signatures being remotely administered, the signer, upon receiving and opening the link to the document package, must agree to the digital signature terms and conditions that indicate that they have read and reviewed the documents before signing and that they further agree that their digital signature will be as legally binding as a physical pen and paper signature. Once they have agreed to these terms and conditions, the signature request system will guide them through the process of reviewing each page of the document package before initialing or signing. For this type of digital signature, the verification information consisting of signature ID, device IP address and timestamp is collected as the signatures and initials are completed.

Signature page of Permit Application

Customer Signature (2) (position 651, 261)

ID: 2HyLo70y0ieZvTkmBgjj 	Name: Ileana Oxley Email Address: ileana.oxley@stepsofnopetherapy.com	Signed: 4/16/26 @ 10:38 AM IP Address: 98.79.166.26
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Contractor Signature (position 732, 263)

ID: GNS0jHeyj1fMwdqhJbBH 	Name: Bryan Zecher Email Address: bczecher@gmail.com	Signed: 4/16/26 @ 10:56 AM IP Address: 174.212.33.253
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notary (position 762, 20)

ID: PGhbExM1Nhf9CLrhQN4s 	Name: Suzanne Stewart This signature was completed in person and administered by <u>Suzanne Stewart</u>	Signed: 4/16/26 @ 10:42 AM IP Address: 98.231.83.200
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