

WHY SWITCH TO

SOFTPRO HOSTED

Save time and
increase your company's
profitability with:

- ✓ IT SUPPORT & DATA HOSTING
- ✓ REMOTE WORK CAPABILITIES
- ✓ PROCESS AUTOMATION
- ✓ LOW MONTHLY COSTS

Learn more about SoftPro Hosted:
www.softprocorp.com/why-hosted

SOFTPRO[®] *Sign*

Your one-stop solution to facilitate eClosings in SoftPro

With SoftPro Sign, all parties involved in a real estate transaction can securely sign or notarize documents online. SoftPro Sign enables seamless online collaboration with the settlement agent, lender, real estate agent, investor, and consumer. SoftPro Sign can be utilized for secure and simple eSigning of documents, or use SoftPro Sign's Remote Online Notarization (RON) capabilities to further streamline the transfer of real property for all entities.



1

Log into SoftPro 360 and create an eSign or Remote Online Notarization package.



2

Select the documents you want to have signed and/or notarized.



3

Choose the contacts who will sign and which documents they will sign.



4

Review the documents, add signature fields, and make any necessary edits.



5

Send the package to the signer(s).

The signer(s) will receive notifications via text and email alerting them they have new documents to sign.



6

Once signed, the documents will appear in your SoftPro 360 queue and you'll be notified via email.



7

If utilizing RON, submit the document package through SoftPro Sign. Your notary will schedule a RON webcam session with the signer(s).



8

After a credential analysis, a RON webcam session will begin. Your notary will end the session once all documents are reviewed, signed, and notarized.



9

All documents can be manually added back to your order or automatically added with automation in SoftPro.



10

To learn more about SoftPro Sign, visit:
www.softprocorp.com/sign