

# E-Signature Packets

## Stay organized and connected with zipLogix Digital Ink®

E-Signature Packets – sets of contracts sent to signers – are an easy way to always know exactly where you stand in the closing process. See at a glance what has (or has not) been signed.

The screenshot shows the zipForm Plus interface. At the top, there's a navigation bar with 'TRANSACTIONS', 'TEMPLATES', 'TASKS', 'CONTACTS', 'PARTNERS', and 'HELP'. Below this is a header with a 'New E-Signature Packet' button and a 'Signer Status' button. The main area displays a list of E-Signature Packets with columns for 'Created', 'Signers', and 'Documents'. A detailed view of an 'E-Signature Packet Details' is shown, including the packet name 'Listing and Lead Paint Disc.', its status 'In Progress', and a table of signing parties.

Name	Email	Role
Joe Buyer	cdavis@ziplogix.com	Buyer One
Jane Seller	training@zipform.com	Seller Two
Kim Seller	trainingziplogix@gmail.com	Seller One

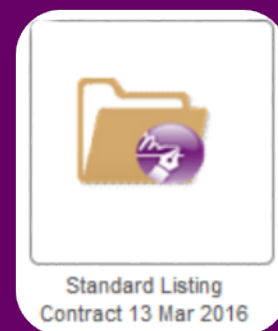
Documents Submitted:

Document Name
Lead-Based Paint Disclosure
Standard Listing Contract

Keep track of every step of the process with at-a-glance e-signature packet progress indicators, instant updates on signing progress, and easy-to-review e-signature packets in zipLogix Digital Ink®.

Send contracts from zipForm® Plus transaction for signatures using zipLogix Digital Ink®

1. Open a **transaction** in zipForm® Plus
2. Click the **e-Sign** button
3. Add signers, prepare your documents for signatures and **Send** the e-signature packet to your signers
4. Completed signature packets are stored in the zipTMS™ file as PDFs inside of custom **folders** once all parties have signed, with a PDF of the signing history



zipForm® Plus is brought to you by the National Association of REALTORS®. zipLogix Digital Ink® is not endorsed by the National Association of REALTORS® and is not included as part of NAR's REALTOR Benefits® Program. DocuSign is the official and exclusive provider of electronic signature services for NAR Members under the National Association of REALTORS® REALTOR Benefits® Program.

[www.zipform.com](http://www.zipform.com)