

RON Signer Experience

This guide will assist you, as the signer, in identifying the steps to complete a remote online notarization (RON) signing. When you're ready to meet with a notary, complete the following steps on a computer with a camera. *Compatible with Google Chrome™ or Safari® browsers.*



Account setup

- 1 Click on the session link within the email sent to you. (Don't see it? Check your junk/spam folders).
- 2 Click "Get it notarized."
Multi-signer notes: A prompt appears to select who is in the room with you. If co-located, each signer will go through steps to verify their identity individually.
- 3 Click the "Send Verification Text" button, enter the code you received on your mobile device, then click the "Verify" button.
Note: If your phone number needs to be updated, contact Directron@firstam.com.

1



Hello Robert and Susan,

Please see your online signing link below.

Robert:
Click [HERE](#) for your signing session link*

Susan:
Click [HERE](#) for your signing session link*

* If you are sharing a device with another signer, please only click one link.

2

u documents to notarize online

document package entirely online.

r SSN

and video

- Electronically sign the majority of your documents.
Sign on any device before meeting with a remote online notary.
- Verify your identity.
Answer a few personalized questions and provide a valid photo ID.
- Join a live two way video call with a remote online notary.
Complete all fields. Access, download, and share the signed documents.

Get it notarized

By continuing and clicking "Get it notarized", you are agreeing to the [Proof General Terms](#). For information on our privacy and data use practices please see our [Privacy Policy](#).

Review and eSign documents

- 4 Scroll down and read the eSign Consent and Disclosure, then click on the "Today's Date" field.
- 5 Next, click on the field with your name to make an eSignature. Once you've created it, click "Agree and Create" in the pop-up to add it.
Note: This will be your signature and initials throughout the entire RON session. If you do not agree with the terms, contact your Escrow Officer to schedule an in-person signing. If multiple signers are in the same location, each signer will need to date and sign their own eSign Consent and Disclosure document.
- 6 Click the "Show all" hyperlink to review all documents to be signed and notarized. Click "Sign Ahead" if the option is available.
Note: You'll need to review all documents before you meet with a notary. Some fields may be eligible for eSign before meeting with a notary, but others will be restricted until you are in session.

Document 4 of 5 > Show all

e. Broadband internet access;
f. An email account;
g. For mobile devices, you must install one of the following web browsers with cookies and JavaScript enabled: Firefox v. 2.0 or later, Chrome version 1.2 or later; and
h. A printer if you want to print documents.

7. By signing this consent and engaging in an eClosing, you will demonstrate that you have hardware and software that meets the requirements described in paragraph 6.

I have read the information provided above and consent to conducting my eClosing by receiving disclosures using electronic records and electronically signing documents.

Signer Signature: Tuan Le
Dated: Today's Date

Tuan Le
Print/Type Signer Name

Confirm signature

Tuan Le

We have this signature on file for you.

☒ I agree that the signature shown above will be my electronic signature, and that when applied on a document at my direction, they will be just as legally binding as my pen-and-ink signature.

Cancel Create new Reuse

If this signer has used Proof before, they may already have a signature on file to reuse. The signer can opt to create a new signature.

Document 1 of 5 > Show all

Proof ESIGN CONSENT AND DISCLOSURE
Real Estate ESIGN v. 2.1

This consent form provides you with information about our electronic records and electronic to completing your real estate transaction electronically ("eClosing"). Once you have reviewed form electronically in order to demonstrate your affirmative consent to receive information a you consent to eClosing, you will also be signing documents electronically.

1. You have the right to conduct your closing using paper documents. If you wish to do
2. If you consent to conducting your closing electronically, you can get paper, or n documents by emailing the title/settlement/escrow agent or lender associated with

Identity verification

- 7 Click "Continue" to set up your audio and video.

Set up your audio & video

Before we connect you with a notary, allow access to your camera and microphone when prompted.

Continue

8 Click “Continue” after the system checks your internet connection. Your connection must be orange or green to proceed.

Tip: If you’re using Wi-Fi and have a weak connection, move closer to your router.

9 Next, you’ll be prompted with a series of questions to verify your personal information. Click “Continue” to begin.

10 Verify your name matches your government-issued ID.

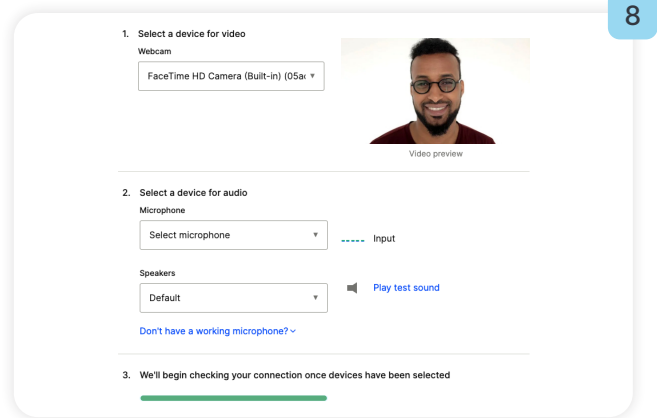
11 Then, continue through the questions to fill out the corresponding fields for:

- Date of birth
- The last four digits of your U.S. Social Security Number
- Your U.S. residential address
- Then, click the “Continue” button.

12 Then, you’ll be prompted to answer a series of knowledge-based authentication (KBA) questions for additional identity verification. Click “Start Now” to begin.

Note: You have two minutes to answer five random questions generated from your credit history, address history, financial history, etc. If your first pass is unsuccessful, you have a second opportunity to answer a new set of five randomly generated questions.

13 Once you’ve passed, click the “Continue” button.



Tuan, enter your information

Your name as it appears on your ID

First name
Tuan

Middle name (optional)

Last name
Le

+ Add pronouns (optional)

Your date of birth

Month / Day / Year

MM / DD / YYYY

Last 4 digits of your SSN or ITIN

X X X X

Why do we need this?
Your Social Security Number (SSN) or individual Taxpayer Identification Number (ITIN) information is only used to confirm your identity in accordance with the legal standard for online notarization. We never store this information. [Privacy Policy](#)

Review — Tech check — **Verify identity** — Video call

1 OF 5

Which one of the following zip codes is associated with you? Here we have included more text for QA to test an extremely long question.

49993

49184

49268

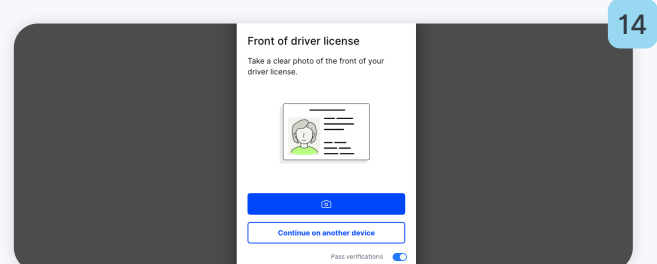
49230

None Of The Above

Connecting to a notary

14 For additional identity verification, add photos of your ID - both front and back. Then, click the "Continue" button.

Tip: Place the ID on a surface with a solid, dark background without shadows or glares. Make sure to show the edges of your ID in the photo.



15 Choose “No” to the secondary ID question, then click the “Continue” button.

16 Next, you’ll begin the verification process on your computer to add photos with your mobile device.

17 Click on the link received in your phone messages, and follow the prompts to capture your ID. Once uploaded, click the “Done” button.
Tip: Place your ID against a dark flat surface before taking the picture to obtain a higher-quality image.

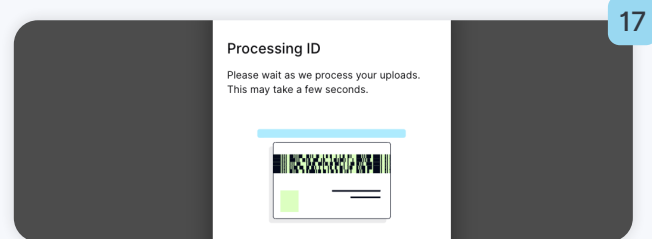
15

Do you require a secondary form of ID?

No ☒

Yes ☐

Please provide a secondary ID if your current name no longer matches your primary ID or if required by your document.



Notary session completion

18 When you’re ready, click the “Join now” button.
Note: You will be in queue for the Notary to join, the wait time can be up to a few minutes, do not close your window.
Multi-signer note: Stay in the waiting room until all signers arrive, and all initials show a checkmark.

19 Click on the colored tags within the document when prompted by the remote online notary.

20 Click "Download All" to keep a copy of the documents for your records.
Note: You can access your completed documents at a later date by logging in to your Proof account.

