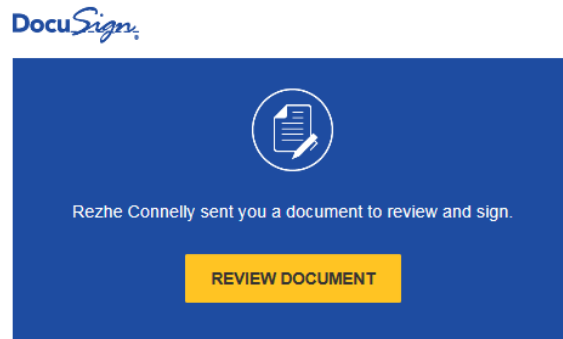


Using DocuSign

Client

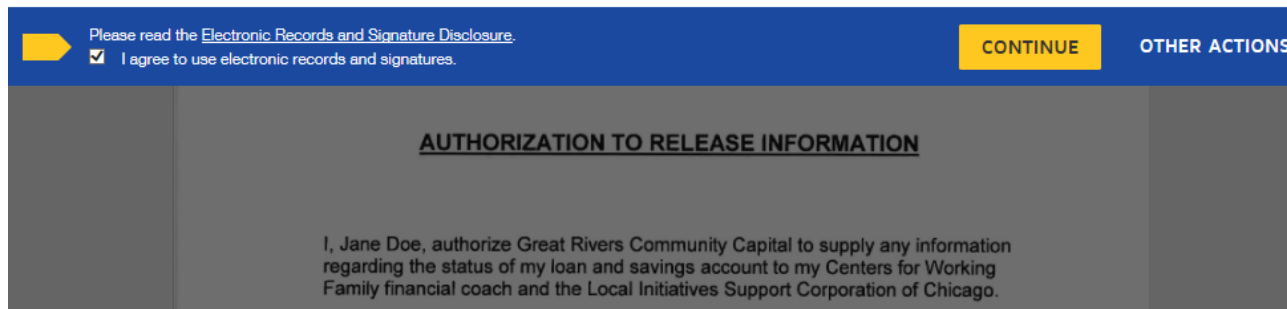
When your loan application has been approved, you will receive a DocuSign document in an email. This allows you to electronically sign your loan papers. You will need your bank account and routing number for the document as well as your Social Security Number (SSN).

1) To start the process, select the "Review Document" icon in the email.

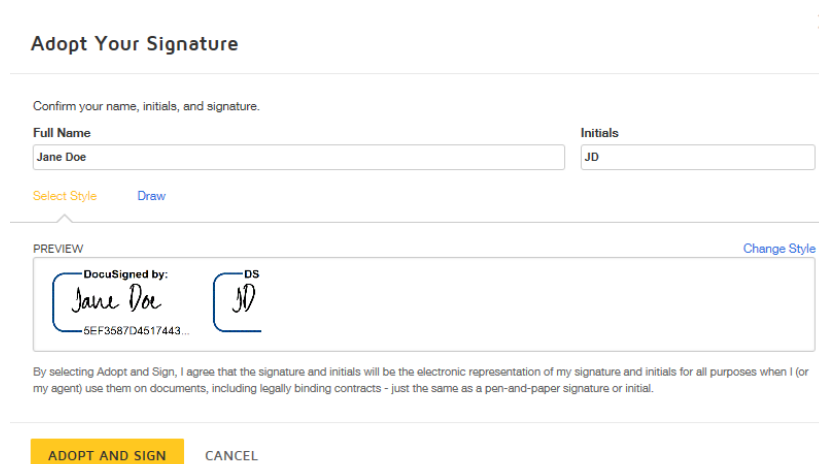


2) A new screen will appear and you will need to click on the white box, agreeing to the terms, and then select "Continue".

Please DocuSign the Credit-Builder Loan Documents.





3) Fill in your full name, as well as your initials. These are used to electronically sign your document. Then select "Adopt and Sign".




4) Review the page and click on the blue or yellow boxes with arrows to sign or initial the line. Some blue boxes will need additional information entered in order to continue. Simply follow the prompts throughout the document.

This written loan agreement is the final agreement between you and me and may not be changed by prior, current, or future agreements or statements between you and me. There are no oral agreements between us relating to this loan agreement. Any changes to this agreement must be in writing. Both you and I have to sign it.

X  _____ X _____
 Borrower Co-Borrower

I agree to the terms of this Note. I received a completed copy on  _____.

X  _____ X _____
 Borrower Co-Borrower

5) Review the ACH Authorization Agreement. You will need to enter your bank account information so that payments can be drafted monthly. This will be done electronically. Select "sign" and enter today's date.

Remember that your monthly statements will not be mailed. Statements will only be available to view on your Loan Management Portal. The Loan Management Portal will be available once your application is approved.

6) Enter all appropriate information on the W-9 form.

Form W-9 Request for Taxpayer Identification Number and Certification

1 Name (as shown on your income tax return). Name is required on this line. Do not leave this line blank.

2 EIN (DOC)

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:

Individual sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C-C corporation, S-C corporation, Partnership) below. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

Other (see instructions)

4 Exemption codes apply only to certain entities; not individuals; see instructions on page 3. Exemption from FATCA reporting code (if any)

5 Address (number, street, and apt. or suite no.) 123 Sesame Street

6 City, state, and ZIP code Chicago, IL 60611

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Give your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Note: If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number 000-00-0000

or Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

When entering your SSN below, please use the format XXX-XX-XXXX

7) Sign the Closing Statement and enter the date.

8) Select the appropriate box in the Client Tab and enter your monthly income.

Great Rivers Community Capital
LISC Twin Accounts
Loan Closing Sheet

Borrower: Dalton Coley

Client Tab:

Sex: Female Male

Ethnicity: Hispanic Not Hispanic

Race: American Indian African American Asian Pacific Islander
 White Bi-Racial Other

Personal Financial Statement:
Monthly Income:

Please place a check next to the appropriate Sex, Ethnicity, and Race.

10) Select Finish. You will receive a copy via email provided.

Doe_ClosingDocuments.pdf 14 of 14

FINISH

11) At the end of the electronic signing process you will be asked to sign up for DocuSign, this is **optional**.

Sign up for a FREE DocuSign account today and sign all your documents electronically.

Email
rconn104@gmail.com

Password

Confirm Password

By selecting SIGN UP, you agree to DocuSign [Terms and Conditions](#)

- Electronically sign any document.
- Get signatures from others.
- Sign on the go with DocuSign Mobile!

You have now completed your
DocuSign!