**NYSED Acceptable forms of e-signatures for bid documents**

1. The following forms of e-signatures are acceptable:
	1. handwritten signatures on faxed or scanned documents
	2. e-signatures that have been authenticated by a third-party digital software, such as DocuSign and Adobe Sign
	3. stored copies of the images of signatures that are placed on documents by copying and pasting or otherwise inserting them into the documents
2. Unacceptable forms of e-signatures include:
	1. a typed name, including a signature created by selecting a script or calligraphy font for the typed name of the person “signing”

To identify the signer and to indicate that the signer understood and intended to agree to the terms of the signed bid documents, the signer will sign beside -- or provide by email -- the attestation below. Please describe the method of signature used where indicated in the statement.

**E-SIGNATURE ATTESTATION:**

I agree, and it is my intent, to sign these bid documents by **[describe the signature solution used]** and by electronically submitting the documents to the New York State Education Department. I understand that my signing and submitting these documents is the legal equivalent of having placed my handwritten signature on the submitted documents and this attestation. I understand and agree that by electronically signing and submitting these documents I am affirming to the truth of the information contained therein.