

ADOBE SIGN DIRECTIONS



Adobe Sign

The first step to signing into Adobe Sign is to open your web browser (for example, Chrome or Firefox) and enter the following web address

<https://na2.documents.adobe.com/account/home>

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

Safari File Edit View History Bookmarks Window Help

na2.documents.adobe.com


ROYAL ARCANUM
AN INTERNATIONAL PARTNERSHIP | POWERED BY
Adobe Sign

Home Send Manage Reports Account PATRICK

Switch to Classic Experience

Welcome, PATRICK

2 IN PROGRESS | 2 WAITING FOR YOU | EVENTS AND ALERTS



Send a document for signature

Request signatures | Start from library

Click "Start from Library"

Do more with Adobe Sign

- Fill and sign a document
- Publish a web form
- Send in bulk with Mega Sign
- Create a reusable template
- Manage and track all agreements
- Enhance your account

Language English: US

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PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

The screenshot shows the Adobe Sign interface in a Safari browser window. The address bar displays 'na2.documents.adobe.com'. The page header includes the 'ROYAL ARCANUM' logo and 'POWERED BY Adobe Sign'. A navigation menu contains 'Home', 'Send', 'Manage', 'Reports', and 'Account'. The main content area is partially obscured by a 'Start from library' dialog box. This dialog box has a 'Templates' tab selected on the left and a search bar at the top. Below the search bar is a list of annuity templates, each with a document icon, a name, and a date. The 'Annuity-New York 8-21-18' template is highlighted with a blue selection bar. At the bottom of the dialog box are 'Cancel' and 'Start' buttons. A red callout box with a white background and a red border is positioned to the right of the dialog box, containing the text: 'Select the app you want to send and then click start'. The background of the page shows a 'Welcome,' message and a 'Do more with' section. The footer includes a language dropdown set to 'English: US' and a copyright notice: '© 2020 Adobe. All rights reserved. Terms Privacy Cookies Con'.

Template Name	Date
Annuity-Nebraska 8-22-19	12/30/2019
Annuity-New Hampshire 8-22-19	12/30/2019
Annuity-New Jersey 8-21-19	12/30/2019
Annuity-New York 8-21-18	12/30/2019
Annuity-North Carolina 8-21-19	12/30/2019
Annuity-Ohio 8-22-19	12/30/2019
Annuity-Ontario 8-22-19	12/30/2019
Annuity-Oregon 8-22-19	12/30/2019
Annuity-Pennsylvania 8-21-19	12/30/2019
Annuity-Rhode Island 8-21-19	12/30/2019
Annuity-South Carolina 8-22-19	12/30/2019

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

The screenshot displays the Adobe Sign interface in a Safari browser window. The browser's address bar shows the URL `na2.documents.adobe.com`. The page header includes navigation links: Home, Send, Manage, Reports, Account, and a user profile for PATRICK. The main content area is titled "Recipients" and features an "Add Me" button with a question mark icon. Below this, there are three recipient slots. The first slot is numbered "1" and contains the recipient "Myself" with an "Email" icon and a close button. The second slot is numbered "2" and contains the email address "insuranceclient@bluedogunlimited.com" with an "Email" icon and a close button. The third slot is numbered "3" and contains the placeholder text "Enter recipient email". Below the recipients, there is a "Show CC" link. The "Message" section contains the subject "Annuity-New York 8-21-18" and the body text "Please review and complete Annuity-New York 8-21-18." To the right of the message is an "Options" panel with two checkboxes: "Password Protect" and "Set Reminder". The "Files" section shows one attached file, "Annuity-New York 8-21-18", with an "Add Files" link and a "Drag More Files Here" area. At the bottom, there is a checked checkbox for "Preview & Add Signature Fields" and a blue "Next" button. The footer includes a language dropdown set to "English: US" and a copyright notice: "© 2020 Adobe. All rights reserved. Terms Privacy Cookies Consumer Disclosure Trust AdChoices".

click "add me" to make you the first recipient.

Enter the client email as the second recipient.

it is important that this is the order for adding recipients

click "next"

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ADOBE SIGN DIRECTIONS

ROYAL ARCANUM POWERED BY Adobe Sign

Home Send Manage Reports Account PATRICK

Field Templates Relative to Page Navigate to...

FOUNDED BOSTON 1877

SUPREME COUNCIL OF THE **ROYAL ARCANUM** AN INTERNATIONAL FRATERNITY PROVIDING FAMILY PROTECTION

BENEFITS PAID OVER \$ 469,701,000

New Business Cover Sheet
Must be completed and sent in with every application

To: New Business Attn: [Field] Fax (617) 426-2322

Re proposed Insured: [Field] Plan: [Field]
Print clearly or type

Agent Name: [Field] Date: [Field] Pages: [Field]
Print clearly or type

Agent code for L&A: [Field] Agent code for Graded: [Field]

Agent Email: [Field] Agent Tel. #: [Field]

RECIPIENTS
PATRICK FITZGERALD (...)
(Signer)

Signature Fields
Signature
Digital Signature
Initials
Signature Block
Stamp

Signer Info Fields
Data Fields
More Fields

Save to document library

Sign, then Send
Reset Fields

Language English: US

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PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

Alternative actions ▾ Annuity-New York 8-21-18 Next required field 2

FOUNDED BOSTON 1877

SUPREME COUNCIL OF THE
ROYAL ARCANUM
AN INTERNATIONAL FRATERNITY PROVIDING FAMILY PROTECTION

New Business Cover Sheet
Must be completed and sent in with every application

To: New Business Attn: [redacted] Fax (617) 426-2322

Re proposed Insured: [redacted] Plan: [redacted]
Print clearly or type

Agent Name: [redacted] Date: Jan 4, 2... Pages [redacted]
Print clearly or type

Agent code for L&A [redacted] Agent code for Graded [redacted]

Agent Email: [redacted] Agent Tel. # [redacted]

Message from PATRICK FITZGERALD
Please review and complete Annuity-New York 8-21-18.

After "sign, then send", the app will open for the agent to pre-fill and sign.
enter client data. any fields unfilled, the client will be able to populate

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PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

Alternative actions ▾ Annuity-New York 8-21-18 Completed

the period of time the existing life insurance or annuity benefit will continue in force?
Yes No

(4) Reissued with a reduction in amount such that any cash values are released, including all transactions where dividend accumulations or paid-up additions are released on one or more of the existing policies?
Yes No

(5) Assigned as collateral for a loan or made subject to borrowing or withdrawal of any portion of the loan value, including all transactions wherein any amount of dividend accumulations or paid-up additions is to be borrowed or within on one or more existing policies? Yes No

(6) Continued with a stoppage of premium payments or reduction in the amount of premium paid?
Yes No

If you have answered yes to any of the above questions, a replacement as defined by New York insurance department regulation number 60 has occurred or is likely to occur and your agent is required to provide you with a completed "Disclosure Statement: and the "Important notice regarding replacement or change of life insurance policies or annuity contracts".

DATE: SIGNATURE OF _____
APPLICANT: _____
TO THE BEST OF MY KNOWLEDGE, A REPLACEMENT IS INVOLVED IN THIS TRANSACTION:
YES NO

DATE: Jan 4, 2020 SIGNATURE OF _____
AGENT: PATRICK FITZGERALD

61 BATTERYMARCH STREET, BOSTON MA 02110
TOLL FREE 1-888-272-2686 TEL. 617-426-4135 FAX 617-426-2322
www.royalarcanum.com

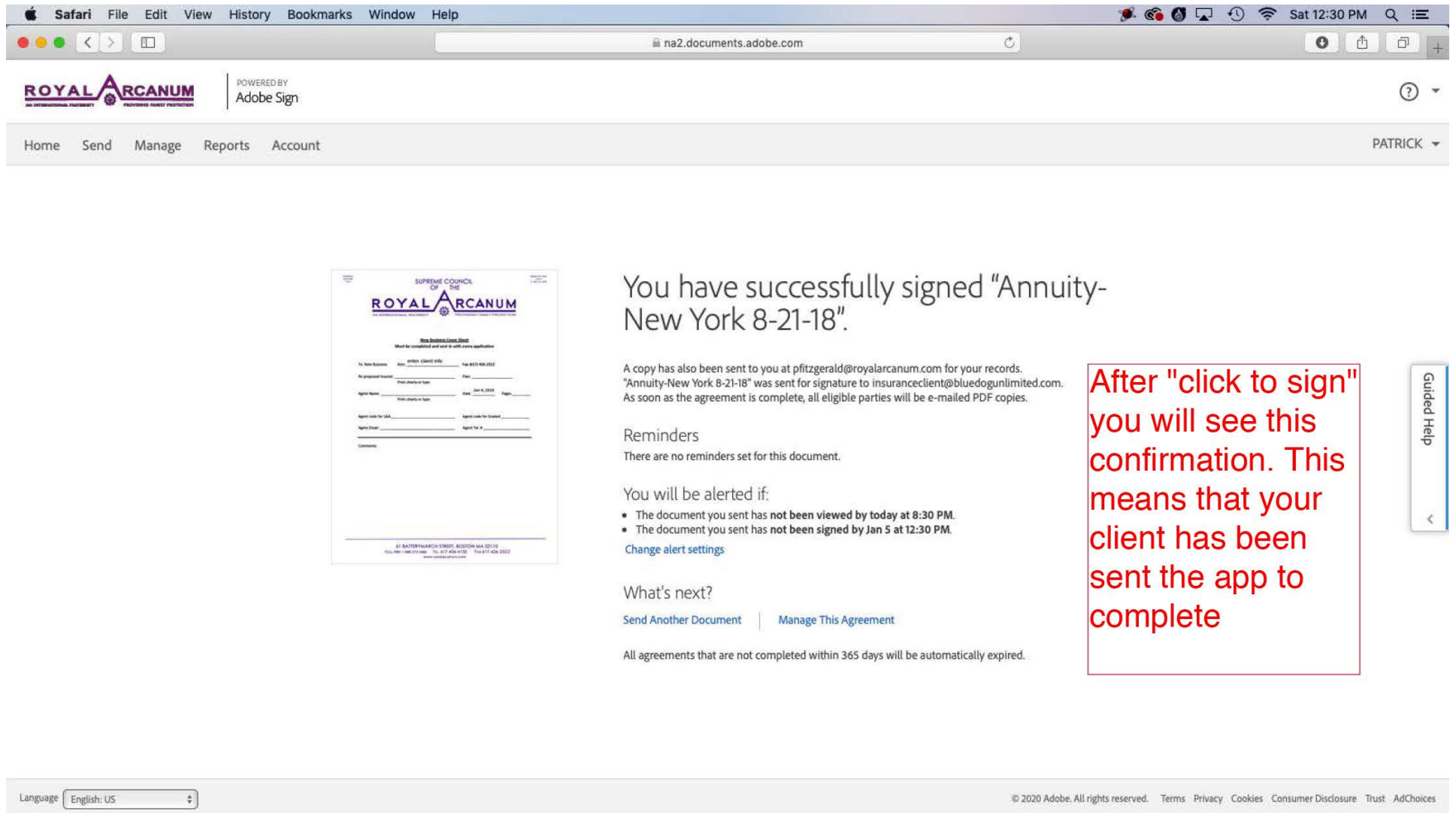
finish filling the form and sign as required. then select "click to sign"

Sign

I agree to the [Terms of Use](#) and [Consumer Disclosure](#) of this document [Click to Sign](#)

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS



The screenshot shows a web browser window with the URL `na2.documents.adobe.com`. The page header includes the Royal Arcanum logo and navigation links: Home, Send, Manage, Reports, Account. The main content area displays a confirmation message: "You have successfully signed 'Annuity-New York 8-21-18'". To the left of the message is a thumbnail of the signed document, which is a form titled "SUPREME COUNCIL OF THE ROYAL ARCANUM" with various fields for name, address, and contact information. Below the confirmation message, there are sections for "Reminders" (stating no reminders are set), "What's next?" (with links for "Send Another Document" and "Manage This Agreement"), and a note about automatic expiration of agreements. A red-bordered box on the right contains the text: "After 'click to sign' you will see this confirmation. This means that your client has been sent the app to complete". A vertical "Guided Help" button is visible on the far right edge of the page.

Home Send Manage Reports Account PATRICK

ROYAL ARCANUM POWERED BY Adobe Sign

Supreme Council of the Royal Arcanum

ROYAL ARCANUM

Must be completed and sent to with every application.

[View Document Copy Sheet](#)

To: John Business Email: client@rc.com Fax: 617-426-2322

By: [Signature] Email: [Signature] Fax: [Signature]

Agreed Name: [Signature] Email: [Signature] Date: Jan 4, 2018 Page: [Signature]

Agreed Code for USA: [Signature] Agreed Code for Outside: [Signature]

Agreed Email: [Signature] Agreed Tel #: [Signature]

Comments:

61 BATTERYARCH STREET, BOSTON MA 02119
TEL: 617-426-2322 FAX: 617-426-2322

You have successfully signed "Annuity-New York 8-21-18".

A copy has also been sent to you at `pfitzgerald@royalarcanum.com` for your records. "Annuity-New York 8-21-18" was sent for signature to `insuranceclient@bluedogunlimited.com`. As soon as the agreement is complete, all eligible parties will be e-mailed PDF copies.

Reminders

There are no reminders set for this document.

You will be alerted if:

- The document you sent has **not been viewed by today at 8:30 PM.**
- The document you sent has **not been signed by Jan 5 at 12:30 PM.**

[Change alert settings](#)

What's next?

[Send Another Document](#) | [Manage This Agreement](#)

All agreements that are not completed within 365 days will be automatically expired.

After "click to sign" you will see this confirmation. This means that your client has been sent the app to complete

Guided Help

Language: English: US

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ADOBE SIGN DIRECTIONS

The screenshot shows a web browser window with a grey title bar containing standard OS window controls and a 'Software' dropdown menu. The email content is as follows:

PATRICK FITZGERALD
Signature requested on "Annuity-New York 8-21-18"
To: insuranceclient@bluedogunlimited.com,
Reply-To: PATRICK FITZGERALD

Royal Arcanum 12:30 PM PF

ROYAL ARCANUM
AN INTERNATIONAL FRATERNITY PROVIDING FAMILY PROTECTION

PATRICK FITZGERALD requests your signature on
Annuity-New York 8-21-18

[Review and sign](#)

Please review and complete Annuity-New York 8-21-18.

PATRICK FITZGERALD
pfitzgerald@royalarcanum.com

After you sign **Annuity-New York 8-21-18**, all parties will receive a final PDF copy by email.

Don't forward this email: If you don't want to sign, you can [delegate](#) to someone else.

This is an example of the email that the client will receive. Have the client click "review and sign"

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

Alternative actions ▾ Annuity-New York 8-21-18 Next required field 3

FOUNDED BOSTON 1877

SUPREME COUNCIL OF THE
ROYAL ARCANUM
AN INTERNATIONAL FRATERNITY PROVIDING FAMILY PROTECTION

New Business Cover Sheet
Must be completed and sent in with every application

enter client info

To: New Business Attn: _____ Fax (617) 426-2322

Re proposed Insured: _____ Plan: _____
Print clearly or type

Agent Name: _____ Date: Jan 4, 2020 Pages _____
Print clearly or type

Agent code for L&A _____ Agent code for Graded _____

Agent Email: _____ Agent Tel. # _____

Message from PATRICK FITZGERALD
Please review and complete Annuity-New York 8-21-18.

After "review and sign" the client will be directed to this page. They can finish filling in the app and signing (no client login is required)

Start

Language English: US

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ADOBE SIGN DIRECTIONS

Alternative actions ▾ Annuity-New York 8-21-18 Next required field 3

fpda.app.2013.NY Page 1 of 2 For Use In New York

client will sign

Election Authorization

I represent that the information shown in this application is complete and true, to the best of my knowledge and belief. I agree that this application shall be the basis for and a part of any contract issued. I understand that (1) any change in this contract or waiver of any of the Order's rights or requirements must be authorized in writing by the Supreme Regent and Supreme Secretary; (2) the contract applied for will be effective on its date of issue; and (3) the Order's Charter, Constitution and Laws will be binding upon the Applicant and Beneficiary. I understand that I may wish to consult a tax professional regarding this transaction.

Dated at on Jan 4, 2020 * Click here to sign

(City or Town, State/Province) Signature of Applicant

To the Agent/Recommender: To the best of your knowledge and belief, is the annuity now applied for intended to replace or change any existing life insurance or annuity in this or any other company? Yes No If Yes, complete replacement form.

PATRICK FITZGERALD PATRICK FITZGERALD Jan 4, 2020

PATRICK FITZGERALD (Jan 4, 2020) Signature of Agent/Recommender Agent/Recommender Print Name Date

Next

Saved 3 / 5 English: US © 2020 Adobe. All rights reserved. Terms Privacy Cookies Consumer Disclosure Trust AdChoices

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ADOBE SIGN DIRECTIONS

The screenshot shows the Adobe Sign interface for Royal Arcanum. A signature window is open, displaying the word "client" in cursive. A red callout box on the right side of the window contains the text "client can type their name as the signature". The background shows a form with fields for "Dated at", "Signature of Applicant", and "Signature of Agent/Recommender". The "Dated at" field is filled with "Jan 4, 2020". The "Signature of Applicant" field is empty, with a "Click here to sign" button next to it. The "Signature of Agent/Recommender" field is filled with "PATRICK FITZGERALD" and "PATRICK FITZGERALD (Jan 4, 2020)". The "Agent/Recommender Print Name" field is filled with "PATRICK FITZGERALD" and the "Date" field is filled with "Jan 4, 2020".

client can type their name as the signature

transaction.

Dated at on Jan 4, 2020 *Click here to sign

(City or Town, State/Province) Signature of Applicant

To the Agent/Recommender: To the best of your knowledge and belief, is the annuity now applied for intended to replace or change any existing life insurance or annuity in this or any other company? Yes No If Yes, complete replacement form.

PATRICK FITZGERALD
PATRICK FITZGERALD (Jan 4, 2020) PATRICK FITZGERALD Jan 4, 2020

Signature of Agent/Recommender Agent/Recommender Print Name Date

Saved

Language English: US

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ADOBE SIGN DIRECTIONS

Safari File Edit View History Bookmarks Window Help

na2.documents.adobe.com

ROYAL ARCANUM POWERED BY Adobe Sign

Alternative actions ▾ Annuity-New York 8-21-18 Completed ✓

(3) Changed or modified so as to effect a reduction either in the amount of the existing life insurance or annuity benefit or in the period of time the existing life insurance or annuity benefit will continue in force?
Yes No

(4) Reissued with a reduction in amount such that any cash values are released, including all transactions where dividend accumulations or paid-up additions are released on one or more of the existing policies?
Yes No

(5) Assigned as collateral for a loan or made subject to borrowing or withdrawal of any portion of the loan value, including all transactions wherein any amount of dividend accumulations or paid-up additions is to be borrowed or within on one or more existing policies? Yes No

(6) Continued with a stoppage of premium payments or reduction in the amount of premium paid?
Yes No

If you have answered yes to any of the above questions, a replacement as defined by New York insurance department regulation number 60 has occurred or is likely to occur and your agent is required to provide you with a completed "Disclosure Statement: and the "Important notice regarding replacement or change of life insurance policies or annuity contracts".

DATE: SIGNATURE OF

APPLICANT: *client*


TO THE BEST OF MY KNOWLEDGE, A REPLACEMENT IS INVOLVED IN THIS TRANSACTION:
YES NO

DATE: Jan 4, 2020 SIGNATURE OF

AGENT: PATRICK FITZGERALD

PATRICK FITZGERALD
PATRICK FITZGERALD (Jan 4, 2020)

61 BATTERYMARCH STREET, BOSTON MA 02110
TOLL FREE 1-888-272-2686 TEL. 617-426-4135 FAX 617-426-2322
www.royalarcanum.com

 Sign

I agree to the [Terms of Use](#) and [Consumer Disclosure](#) of this document

Click to Sign

client just has to click in the rest of the signature fields to approve.

Then the select "Click to sign"

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

ROYAL ARCANUM | POWERED BY Adobe Sign

✓ You're all set

You finished signing "Annuity-New York 8-21-18".

We will email the final agreement to all parties. You can also [download a copy](#) of what you just signed.

Easy to sign. Easy to send.

Need your own documents signed? Adobe Sign can help save you time.

[Learn more](#)

Here's how Adobe Sign can help you:

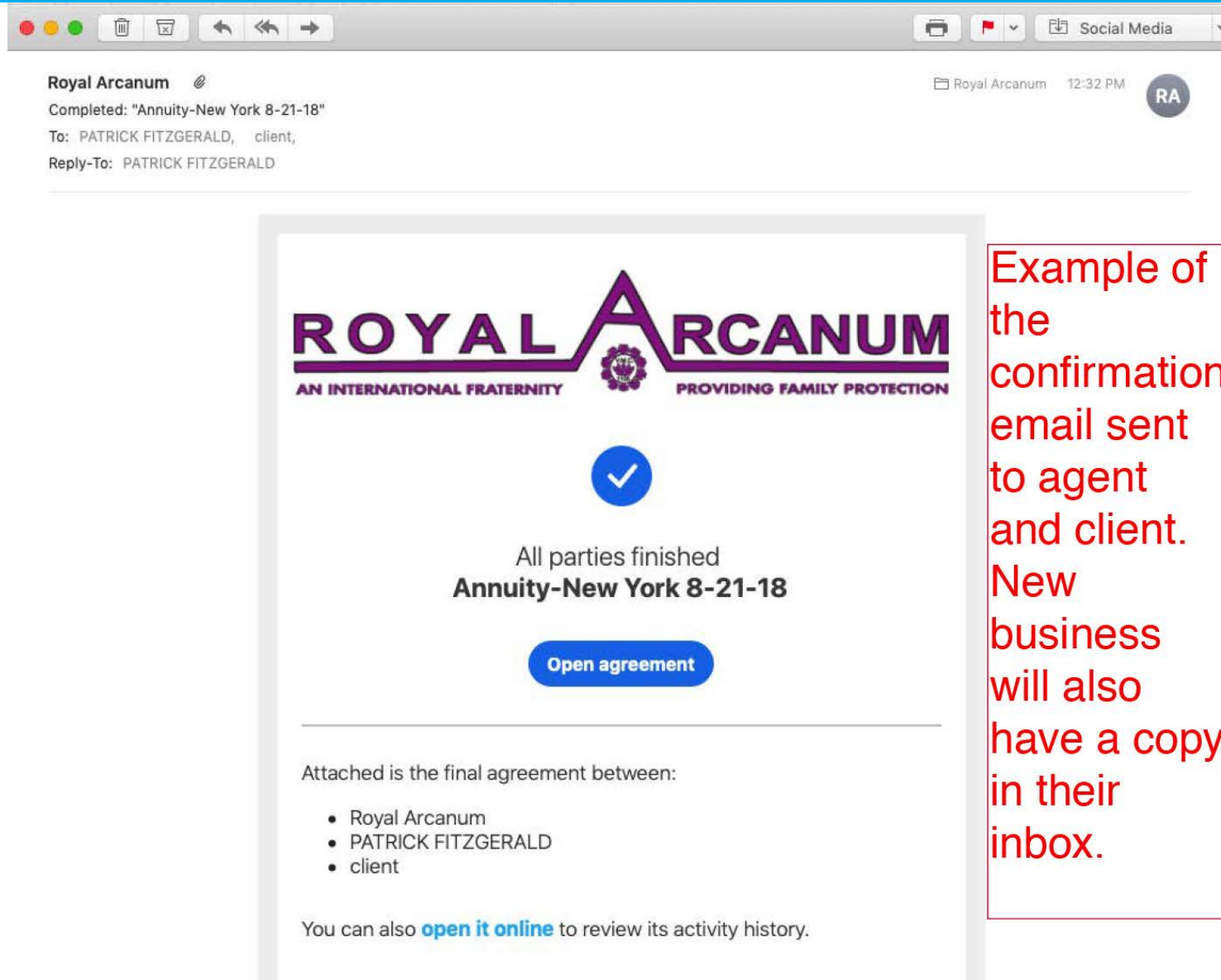
- Get signatures fast**
Send documents to others to fill and sign
- Keep work moving**
View, track and manage sent agreements
- Stay organized**

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After client selects "click to sign", they will see this page which has a link to download the agreement. The agent and client will also receive emails with a link to the agreement

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS



The screenshot shows an email interface with a window title bar at the top containing standard OS icons and a 'Social Media' dropdown menu. The email header identifies the sender as 'Royal Arcanum' and includes the subject 'Completed: "Annuity-New York 8-21-18"', recipient 'To: PATRICK FITZGERALD, client', and reply-to 'Reply-To: PATRICK FITZGERALD'. The main content of the email is a confirmation message with the Royal Arcanum logo at the top, which includes the text 'ROYAL ARCANUM', 'AN INTERNATIONAL FRATERNITY', and 'PROVIDING FAMILY PROTECTION'. Below the logo is a blue checkmark icon, followed by the text 'All parties finished' and 'Annuity-New York 8-21-18'. A blue button labeled 'Open agreement' is positioned below this text. A horizontal line separates this section from the next, which states 'Attached is the final agreement between:' followed by a bulleted list: '• Royal Arcanum', '• PATRICK FITZGERALD', and '• client'. At the bottom of the email content, it says 'You can also [open it online](#) to review its activity history.'

Example of the confirmation email sent to agent and client. New business will also have a copy in their inbox.

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020

ADOBE SIGN DIRECTIONS

Addendum - Multiple signers

On apps where multiple signers are needed you need to add them in order.

Agent

Insured/own if same

Owner if different from insured

Recommender

Recipients

Add Me ?

1	Myself	Agent
2	insuranceclient@bluedogunlimited.com	Insured/own if same
3	pat@bluedogunlimited.com	Owner if different from insured
4	info@bluedogunlimited.com	Recommender
5	Enter recipient email	

Show CC

Message

NY Main Form 11-18-19

Please review and complete NY Main Form 11-18-19.

Options

- Password Protect
- Set Reminder

Files

Add Files

NY Main Form 11-18-19

Drag More Files Here

Language: English: US

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ADOBE SIGN DIRECTIONS

See how signer fields are mapped

A photographic copy of this authorization is as valid as the original and will be provided on request. I/we may revoke this authorization at any time by writing to the Society. This authorization is valid for 24 months from the date it is signed. The time limit complies with the time limit, if any, permitted by applicable law in the state where the policy is delivered or issued for delivery.

I/we understand that the Health Insurance Portability and Accountability Act of 1996 (HIPAA), HIPAA regulations as well as other Federal and State laws and regulations, create a right of privacy that is associated with the records, information and data covered by this release. I/we understand that authorization for the disclosure of this health information is voluntary and I can refuse to sign this authorization. I/we understand that any disclosure of information carries with it the potential for an undisclosed re-disclosure and the information may not be protected by federal confidentiality rules.

Dated at _____ this _____ day of _____, 20____
(City or Town, State/Province)

Signature _____
Signature of Applicant/Owner/Proposed Insured Age 18 and over

Signature _____
Signature of Applicant/Owner if other than Proposed Insured

Signature _____
Signature of Parent or Guardian if Proposed Insured is under Age 18

Agent Statement and Report

	Yes	No	
1.	<input type="checkbox"/>	<input type="checkbox"/>	Have you requested:
	<input type="checkbox"/>	<input type="checkbox"/>	A medical examination of the Proposed Insured?
	<input type="checkbox"/>	<input type="checkbox"/>	A blood profile?
	<input type="checkbox"/>	<input type="checkbox"/>	An Inspection Report?
	<input type="checkbox"/>	<input type="checkbox"/>	An EKG?
	<input type="checkbox"/>	<input type="checkbox"/>	An X-ray?
2.	<input type="checkbox"/>	<input type="checkbox"/>	Did you personally see the Proposed Insured at the time this application was written? (If no, explain).

RECIPIENTS
PATRICK FITZGERALD (...)
(Signer)

- PATRICK FITZGERALD (me)
(Signer)
- insuranceclient@bluedogunlimited.com
(Signer)
- Patrick Fitzgerald (pat@bluedogunlimited.com)
(Signer)
- Test User (info@bluedogunlimited.com)
(Signer)
- Anyone

Signer Info Fields
Data Fields
 Save to document library
Sign, then Send
Reset Fields

Language: English - US
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https://na2.documents.adobe.com/account/documentEdit?aid=CBJCHBCAABAAIsraSvJp_KUgjmSP1FNj7_L-2sMfSeaE&pid=CBJCHBCAABAA4bIXFVZWAb_PyQc9ISSZOWDBrKaZdx38&expid=24214204190058347022322359910427533253#

PROVIDED FOR THE ROYAL ARCANUM ON 1-9-2020