



E-Lock instaSigner

Sign documents from Anywhere, Anytime

About instaSigner

instaSigner is an online signing platform that allows you to sign electronic documents anywhere, anytime. It eliminates the need to print, scan and distribute physical documents, thus transforming paper-based processes to completely online ones. instaSigner supports advanced PKI based digital signatures that are globally recognized. instaSigner ensures data integrity, signer authentication and non-repudiation of content. instaSigner allows individuals and businesses to sign documents online from anywhere, at any time in a quick and secure way. It not only cuts cost and time needed to get documents signed, but also makes the processes easy and effective. It is a complete document approval system that allows businesses to design a customised workflow as suitable to them.

Benefits of using instaSigner

- Sign documents anywhere, anytime
- Track document progress
- Ensure data integrity and security
- Save time and money
- Improve customer experience
- Pay as you use
- Secure signing platform
- Legally compliant signatures
- Go Paperless

instaSigner features

- Supports client-side signing using e-Tokens or PFX
- Supports server-side signing using PKCS#12 (PFX document signer certificate)
- Allows defining customized signing workflows
- Signs either single file or multiple files in bulk
- Multi-party signing
- Supports variety of options for positioning signature removed word “block” on pages and within a page
- Supports alerts, reminders and provides audit trails

instaSigner functionalities

Signing using certificate on USB Token or PFX:

User can sign documents uploaded to instaSigner, using digital signature certificate stored on a USB token plugged-in on user's machine or saved as a PFX.

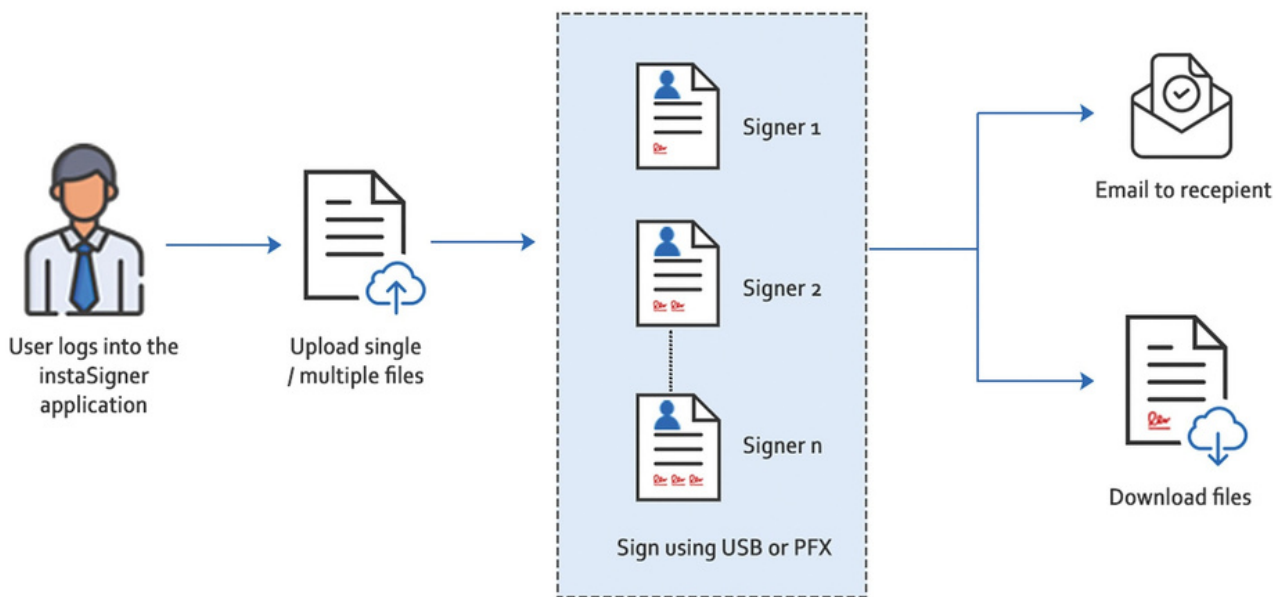
Bulk signing using certificate on USB Token or PFX:

User uploads a zip containing files to be signed and the signer gets intimation. Signer signs the files in bulk through web UI. The signed files can be downloaded as zip containing the signed PDF files.

Signing / approval flow:

A workflow suitable to the Organization can be designed where user/s can upload single file or zip containing multiple files to be signed. The signer/s will get intimation of the uploaded files and s/he can sign the selected file/s. The second signer is informed when the files are ready. After all the signers have signed the files, the user gets intimation that signed files are ready. These files can be then downloaded as zip containing the signed PDF files.

instaSigner workflow



Browsers supported by instaSigner

- Internet Explorer: Version 10 and above
- Mozilla Firefox: Version 49 and above
- Google Chrome: Version 50 and above
- Opera: Version 43 and above
- Microsoft Edge: Version 38 and above

Typical Use Cases for instaSigner



Banking & Finance

- New account opening
- Loan application and processes
- KYC documents
- Bank letters and correspondence
- ATM and credit card communication
- Partner and vendor agreements



Healthcare

- Patient on Boarding
- Prescription for Drugs
- Clinical research/evaluation
- Lab Reports
- Medical Records, evidence
- Patient Consent forms



Human Resources

- Recruitment process
- Offer letters, Employment contracts, NDA's
- Salary slips, Employee policy documents, tax documents
- Employee communication, Time sheets, Reports
- Performance appraisal process
- Any other HR document signing



Manufacturing

- Invoice signing
- PO's, contracts, other sales documents
- Finance documents,
- HR letters and documents,
- Agreements, reports etc.
- Engineering change
- Process / approvals

About E-Lock

E-Lock is pioneer in the field of Digital and Electronic signature solutions. E-Lock's PKI-based solutions have made digital signatures popular in common business applications and web-based transactions.

Compliance with the global standards for digital signatures has allowed E-Lock to serve organizations in more than 30 different countries, spanning several industries, effectively and efficiently. This has resulted in massive customer base for E-Lock in countries like the US, the UK, Australia, Greece, Spain, Hong Kong, Peru, Romania, Kuwait, Portugal, South Africa, Singapore, Lithuania, India, Malaysia, and many more.

For more information:

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