

Add Signers

*Just*  *Sign*  
DIGITAL SIGNATURE MADE EASY

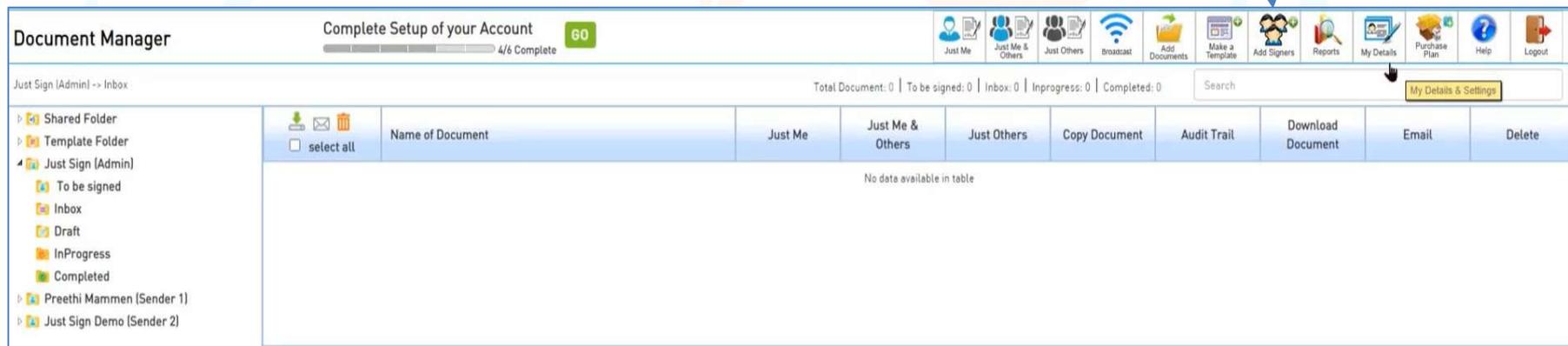


# Add Signers

1. Login to your account and click on Document Manager



2. Click on 'Add Signers'



# Add Signers

3. You can drag and drop files from your address book to import multiple signers.

OR

You can manually add signers  
First Name , Last Name, Email Address & Mobile  
Numbers

The screenshot shows a web form titled "Signers Details". On the left, there is a "Profile Image" section with a silhouette icon and a link to "Image Requirements". Next to it is a dashed orange box containing the text "Drag and drop files here to upload (Or Click here to upload a file)". A blue arrow points from the text box above to this box. To the right of the image area are five input fields: "First Name \*", "Surname \*", "Email \*", "Mobile \*", and "Signers Group" (a dropdown menu). A red asterisk indicates that the first four fields are mandatory. At the bottom right of the form are two buttons: a green "Save" button and a grey "Clear" button. A blue arrow points from the text box above to the "Save" button.

4. Click Save and your Signer is added

# Import Signers

1. Click On Import Signers



**Add Signers**

Document Manager Signers Group Import Signers Export Signers Help Logout

**Signers Details**

Profile Image  
Image Requirements

→ Drag and drop files here to upload  
(Or Click here to upload a file)

First Name \*

Surname \*

Email \*

Mobile \*

Signers Group

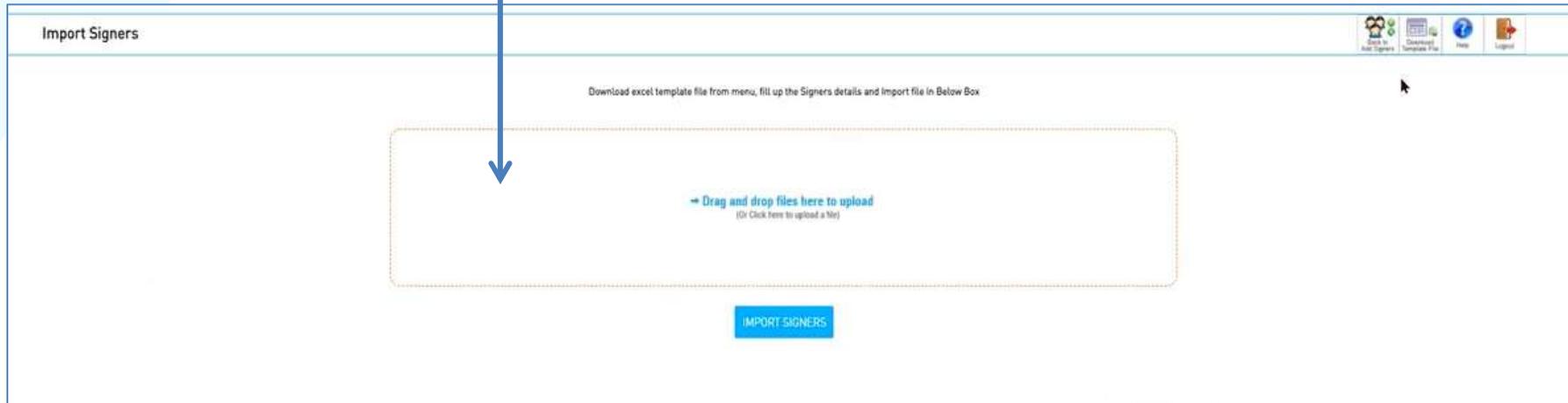
\* Mandatory

Save Clear

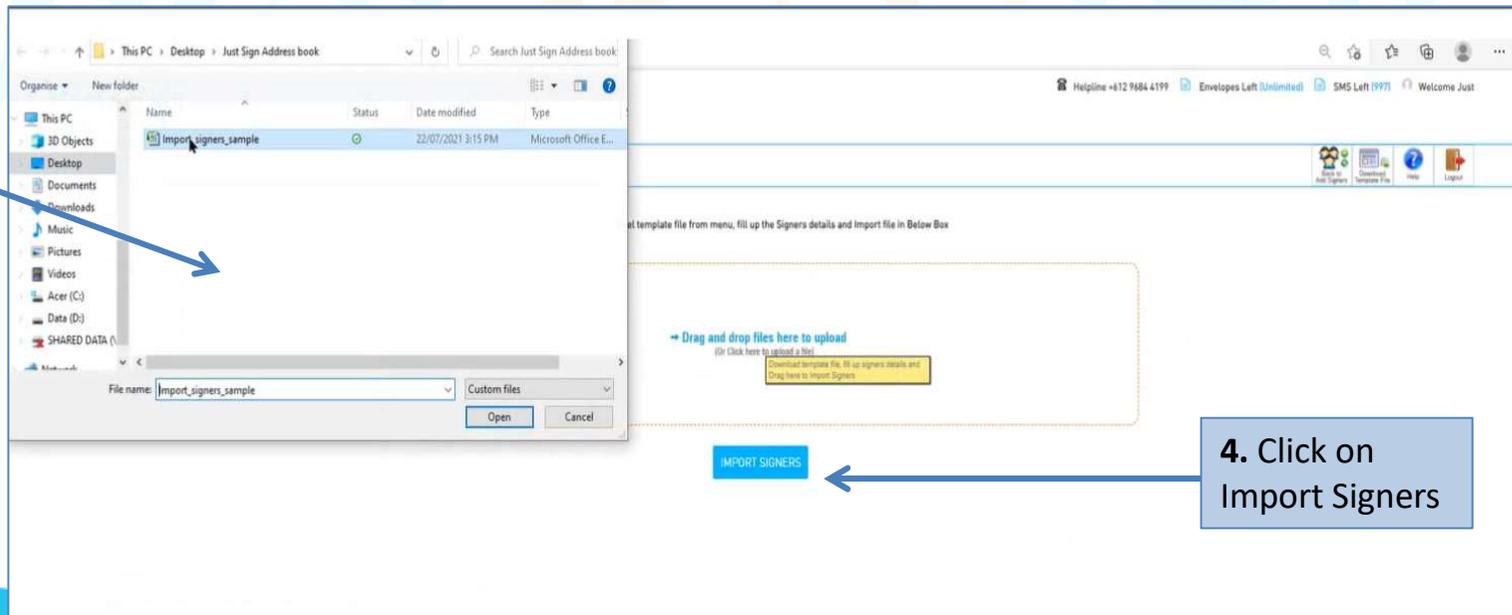
You can add unlimited signers. If you want to add multiple signers click on Import Signers icon at top menu.

# Import Signers

2. Click here to Drag and Drop or upload the signer's address book as per the desired template



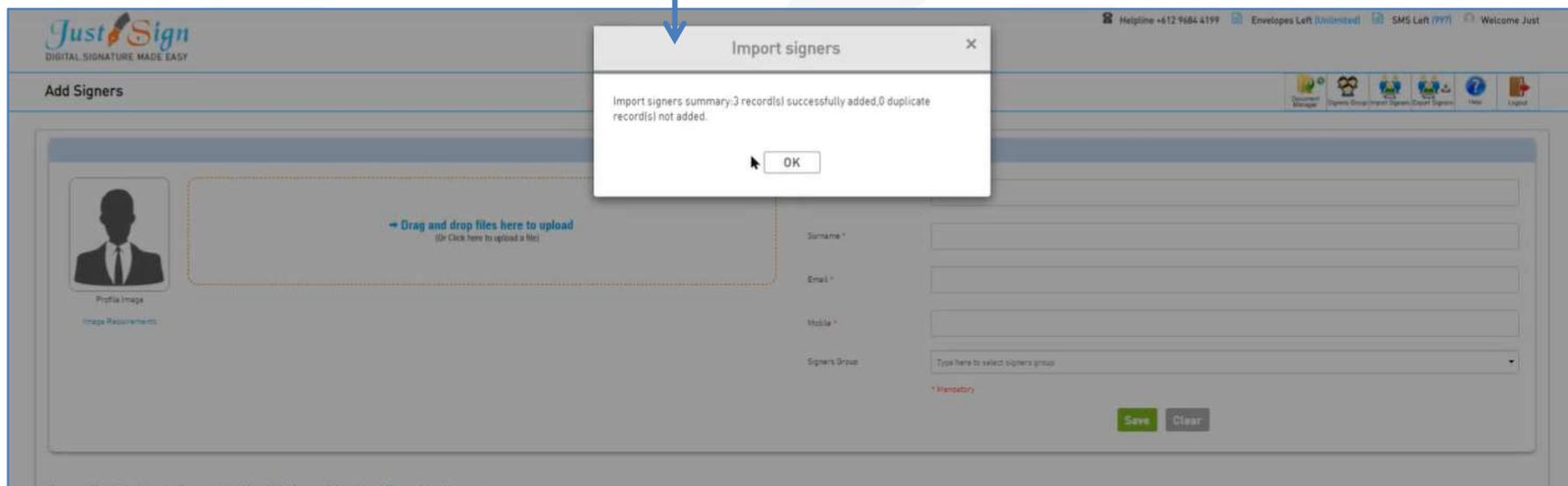
3. Drag and Drop or upload the address book from your system



4. Click on Import Signers

# Import Signers

5. System will confirm the number of signers added.  
Click Ok to confirm



# Import Signers

Add Signers

Document Manager Signers Group Import Signers Export Signers Help Logout

### Signers Details

Profile Image  
Image Requirements

→ Drag and drop files here to upload  
(Or Click here to upload a file)

First Name \*  
Surname \*  
Email \*  
Mobile \*  
Signers Group  
Type here to select signers group

\* Mandatory

Save Clear

You can add unlimited signers. If you want to add multiple signers click on Import Signers icon at top menu.

Search

First Name	Surname	Email	Mobile	Edit	Delete
AAAA	BBBBBB	aaaabb@gmail.com	333333333		
Alex	Tax	alexthetaxpreparer@gmail.com	0424621517		
Digital	Signature	justsign@gmail.com	0424621517		

6. You will now be able to view all the Signers added by you at the bottom of 'Add Signers' screen.

- Use our Free account and send and sign 10 documents free of charge.
- Buy justsign.com.au subscription once the free account is exhausted.
- Get a complimentary 1-year subscription to justsign.com.au and send unlimited documents for e-signatures to your clients by purchasing vouchers on trustdeed.com.au website

*Just Sign*

A stylized illustration of a fountain pen nib, colored in shades of orange and grey, positioned between the words 'Just' and 'Sign'.

**Refer our prices**

# Our Prices – Just Sign

Features of each plan	Individual Plans			Corporate Plans			
	Basic	Busy	Expert <i>Most Popular</i>	Single	Small Team	Enterprise <i>Most Popular</i>	PAYG
Plan Prices	<b>\$330 (Incl. GST)</b> (Approx \$28 Per Month)	<b>\$440 (Incl. GST)</b> (Approx \$37 Per Month)	<b>\$550 (Incl. GST)</b> (Approx \$46 Per Month)	<b>\$770 (Incl. GST)</b> (Approx \$64 Per Month)	<b>\$880 (Incl. GST)</b> (Approx \$73 Per Month)	<b>\$990 (Incl. GST)</b> (Approx \$83 Per Month)	<b>Free</b>
Number of eSignature Request <a href="#">Envelopes</a> via Email	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	No of <a href="#">Envelopes</a> <input type="text" value="10"/>
Number of SMS Included in Yearly Plan Extra SMS can be purchased click <a href="#">SMS</a>	100	200	300	400	500	1000	1
Number of Senders	1	3	5	1	5	Unlimited	1
Business branding on every Email sent to signer	With our logo	With our logo	With our logo	Senders logo	Senders logo	Senders logo	Senders logo
Invitation SMS To Signer	With our Name	With our Name	With our Name	With Senders Name	With Senders Name	With Senders Name	With Senders Name
Signing Page where signers go to sign	Our Branding	Our Branding	Our Branding	Senders Branding	Senders Branding	Senders Branding	Senders Branding
Admin controls before document is sent for signing	✗	✓	✓	✗	✓	✓	✓
Share documents with your team members only when you like	✗	✓	✓	✗	✓	✓	✓

# Just sign free if you buy Vouchers from Trustdeed.com.au or use our audit software



## REDUCE YOUR COST OF DOCUMENTS - BUY VOUCHERS

For regular large users, we have voucher packages where you can save 40% of document cost. A full "Package History" keeps you informed of your usage. Our plans include usage of digital signature and provides credits to our CPD platform smsfschool.com.au and Incometaxschool.com.au

Number of Vouchers	25	50	100
Price Per Document (Excl. GST)	\$100.00	\$90.00	\$80.00
Expiry Period	Never Expire	Never Expire	Never Expire
Package Price (Incl.GST)	<b>\$2,750.00</b>	<b>\$4,950.00</b>	<b>\$8,800.00</b>
Inclusions			
Digital Signature	 DIGITAL SIGNATURE MADE EASY 1 Year Single Corporate Plan Value <b>\$770</b>	 DIGITAL SIGNATURE MADE EASY 1 Year Small Team Corporate Plan Value <b>\$880</b>	 DIGITAL SIGNATURE MADE EASY 1 Year Enterprise Corporate Plan Value <b>\$990</b>

## REDUCE YOUR COST OF DOCUMENTS - BUY MONTHLY PLANS

For regular large users, we have monthly plans where you can save 55% to 66% of document cost. A full "Package History" keeps you informed of your usage. Our plans include usage of digital signature and provides credits to our CPD platform smsfschool.com.au and Incometaxschool.com.au

Number of Vouchers	200 Per Year	300 Per Year	400 Per Year
Price Per Document (Excl. GST)	\$70.00	\$60.00	\$50.00
Expiry Period	12 months	12 months	12 months
Package Price (Incl.GST)	<b>\$1,283.33 (Per Month)</b> <b>\$15,400.00 (Per Year)</b>	<b>\$1,650.00 (Per Month)</b> <b>\$19,800.00 (Per Year)</b>	<b>\$1,833.33 (Per Month)</b> <b>\$22,000.00 (Per Year)</b>
Inclusions			
Digital Signature	 DIGITAL SIGNATURE MADE EASY 1 Year Enterprise Corporate Plan Value <b>\$990</b>	 DIGITAL SIGNATURE MADE EASY 1 Year Enterprise Corporate Plan Value <b>\$990</b>	 DIGITAL SIGNATURE MADE EASY 1 Year Enterprise Corporate Plan Value <b>\$990</b>



# Online SMSF Audit

Audit Funds	Fees	
New User (10 Funds)	Free	<a href="https://justsign.com.au">justsign.com.au</a> Free 10 Envelopes 
1, 5 and 10	<b>\$22.00</b> Per Fund (Plus GST) 1 Package Price (Incl. GST) <b>\$24.20</b> 5 Package Price (Incl. GST) <b>\$121.00</b> 10 Package Price (Incl. GST) <b>\$242.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> Free 10 Envelopes 
25 and 50	<b>\$19.00</b> Per Fund (Plus GST) 25 Package Price (Incl. GST) <b>\$522.50</b> 50 Package Price (Incl. GST) <b>\$1,045.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> Free 10 Envelopes 
100	<b>\$18.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$1,980.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Basic Individual Plan Value <b>\$330</b> 
150	<b>\$17.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$2,805.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Busy Individual Plan Value <b>\$440</b> 
200	<b>\$16.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$3,520.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Busy Individual Plan Value <b>\$440</b> 
300	<b>\$15.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$4,950.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Expert Individual Plan Value <b>\$550</b> 
500	<b>\$13.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$7,150.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Single Corporate Plan Value <b>\$770</b> 
750	<b>\$12.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$9,900.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Single Corporate Plan Value <b>\$770</b> 
1000	<b>\$11.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$12,100.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Small Team Corporate Plan Value <b>\$880</b> 
1500	<b>\$10.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$16,500.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Small Team Corporate Plan Value <b>\$880</b> 
2000	<b>\$9.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$19,800.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Enterprise Corporate Plan Value <b>\$990</b> 
4000	<b>\$7.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$30,800.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Enterprise Corporate Plan Value <b>\$990</b> 
7000	<b>\$6.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$46,200.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Enterprise Corporate Plan Value <b>\$990</b> 
10000	<b>\$5.00</b> Per Fund (Plus GST) Package Price (Incl. GST) <b>\$55,000.00</b>	<a href="https://justsign.com.au">justsign.com.au</a> 1 Year Enterprise Corporate Plan Value <b>\$990</b> 

# For further Enquires

Please visit our website: [www.justsign.com.au](http://www.justsign.com.au)

Phone - **0296844199**

Email - [sales@justsign.com.au](mailto:sales@justsign.com.au)

Online Chat - [www.justsign.com.au](http://www.justsign.com.au)

