



## Laser Signature Form

Company # \_\_\_\_\_

Effective Date \_\_\_\_\_

In order for us to successfully scan a signature for check signing, Please follow the guidelines below:

1. Sign the form twice. Once in box #1, and again in box #2.
2. For best results, sign using a fine point black pen.
3. Keep the signature COMPLETELY WITHIN the outside lines of the box. DO NOT allow the signature to touch the outside lines since they will be removed from the final image.

### Single Signature – Box #1

\_\_\_\_\_  
Print Name of Signature

\_\_\_\_\_  
Bank Name for this Account

### Single signature – Box #2

\_\_\_\_\_  
Print Name of Company

\_\_\_\_\_  
Bank Account # using this Signature

### Double Signature Box #1

### Double signature – Box #2

### LOGO SIZING BOXES

To scan a logo past the logo image inside the box below. Make sure the logo is completely within the box. Logo type 2 should include the company name and address. Logo type 1 should not.

#### Logo Type 1

#### Logo Type 2