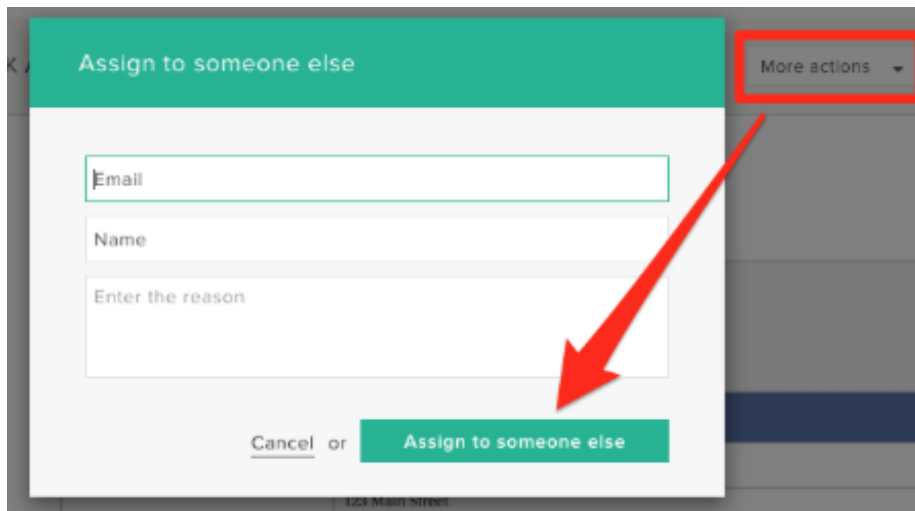


Reassign Your Agreement to a Different Signer

Last Modified on 07/25/2019 9:10 am CDT

If you need to reassign your agreement to a different signer in Zoho:

1. When you receive the agreement email, click **Start Signing**. Note that you do *not* have to sign when you click this button.
2. Click **More Actions**, and select **Assign to Someone Else**. The Assign to Someone Else pop-up opens.



3. Click the **Email** box and enter the email address for the person who is authorized to sign the agreement.
4. Click the **Name** box and enter the name of the person who is authorized to sign the agreement.
5. Click the **Enter a Reason** box and enter the reason you are reassigning this agreement, if needed.
6. Click **Assign to Someone Else**.