

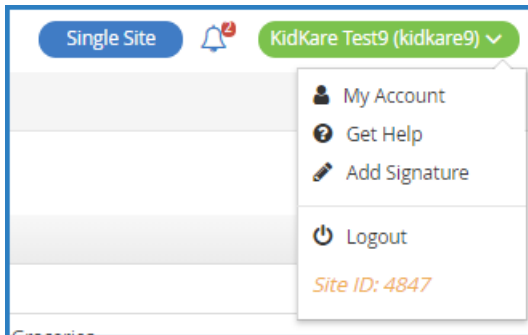
# [VIDEO] Add a Signature for eForms

Last Modified on 08/07/2023 3:10 pm  
CDT

If you are an independent center using eForms or if you are a sponsored center who must approve eForms before they go to your sponsor for final review, you must add a signature to KidKare. This signature is added to all eForms you approve or approve and renew (if you are an independent center).

**Required Permissions:** You must have the **Site Details** permission enabled on your account to add a signature. If you are a sponsored center, your food program sponsor must enable this feature. Sponsors, click [here](#) for more information about eForms.

1. Click **Welcome** in the top-right corner, and select **Add Signature**.



2. Click the **Type Signature** box and type your name.
3. Using your mouse, finger, or stylus, sign the **E-Signature** box.

A screenshot of the 'Add Signature' dialog box. The dialog has a title bar with 'Add Signature' and a close button. It contains two main sections: 'Type Signature:' with a text input field containing 'Jane Smith', and 'E-Signature:' with a large white box containing a handwritten signature. A 'Clear' button is located at the bottom right of the E-Signature box. Below the signature box, there is a line of text: 'By clicking Accept & Sign I understand and agree that this is a legal representation of my signature.' At the bottom right of the dialog, there is an 'Accept & Sign' button.

4. Click **Accept & Sign**.