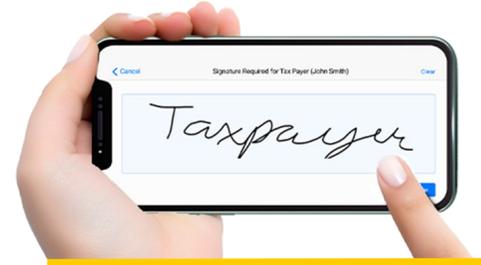


Remote Signature lets your clients sign anywhere and anytime.

You can add Remote Signature capabilities to your CrossLink software by following the steps below:



1. Sign up to use Remote Signature on CrossLinkTax.com

1. Log in to your account on CrossLinkTax.com
2. Go to **Your Account > Agreements**
3. Click **Remote Signature Service Fee** and **agree to the terms of Remote Signature** service after reviewing the agreement.

2. Enter your desired markup fee (optional)

EROs are charged \$5 per completed Remote Signature request. However, the Remote Signature fee can be charged to the taxpayer's invoice, and a markup fee of up to \$5 can also be used.

1. Log in to your account on CrossLinkTax.com
2. Go to **Support > Manage Remote Sig Markup fee**
3. Select your office, enter the desired markup amount (max of \$5.00), and then click **Update Selected Offices...**

3. Set up your Wallet to pay for Remote Signature fees

EROs are required to add a credit card to the Wallet in order to use Remote Signature.

CrossLink Desktop:

1. Open CrossLink Desktop
2. Go to **Setup menu > Wallet Setup**

CrossLink Online:

1. Log into CrossLinkOnline.com
2. Go to **Profile menu > Office Wallet**