



DocuSign is an e-signature platform that allows for the electronic forwarding and signing of contracts. DocuSign eliminates the need for the mailing of paper contracts and speeds up invoicing/activation. DocuSign is free and does not require a username or password.

Are electronic signatures binding?

Electronic signatures are legally binding under many national laws. The legitimacy of electronic signatures does not depend on the country where the parties are located, but on the applicable law under which the contract is entered into. At the moment, DocuSign can be used for contracts for which the applicable law is: German, Dutch, American, English, Japanese, Swiss, Danish, Spanish, Swedish, Singapore. Please find more information on page 5.

To Use DocuSign:

- Notify your Account Specialist or Licensing Manager you wish to sign electronically
- Give the email address of the Signatory (if different)

Edits cannot be made in DocuSign, therefore, any change requests need to be made prior to the DocuSign email. Your Account Specialist can assist you with these changes.

When DocuSign email arrives:

- Email will come from DocuSign System (dse@docusign.net) on behalf of our licensing department as opposed to the Account Specialist
- Click the link in the email
- Enter appropriate information for signature
- Confirm
- Documents can be saved and printed, if necessary

Q & A:

Q: Can the document be password protected?

A: Because each license is uploaded and sent to the specific contact, a password is not required. DocuSign uses a secure server to host and send the documents. However, if you need one, it can be requested and the password will be delivered via telephone to the appropriate person.

Q: Do I need to print or scan the signed contract and mail or email back to Springer?

A: No, DocuSign will notify Springer the license has been signed via email. If you would like to print the file for your records, please do so.

Please find a step-by-step guide on the following pages.

Springer License for (e)signing / License-ID 7419 TEST

DocuSign System [dse@docusign.net]

Sent: Tue 1/3/2012 11:22 AM

To: Dowell, Meghan, Springer US



Please review & sign your document

Sent on behalf of [Licensing Control](#) at Springer.

Meghan Dowell (Meghan.Dowell@springer.com),

Dear Customer,

We are pleased to herewith send you our electronic Springer Contract, as per the agreement with your Springer Licensing Manager / Account Support.

To begin the process of reviewing and signing the contracts, please click on the "review" link below.

Signing will not be complete until you have reviewed the agreement and you have confirmed your signature.

Once the document has been fully executed by you and Springer, a final dually signed copy will be forwarded to you.

If you require any additional information on the signing procedure, please contact our Licensing Control department at licensing.control@springer.com

Kind Regards,
Springer

This message was sent to you on behalf of your Springer Licensing Manager. If you would like to contact your Licensing Manager, please visit our website for all contact details

[Review Documents](#) ▶

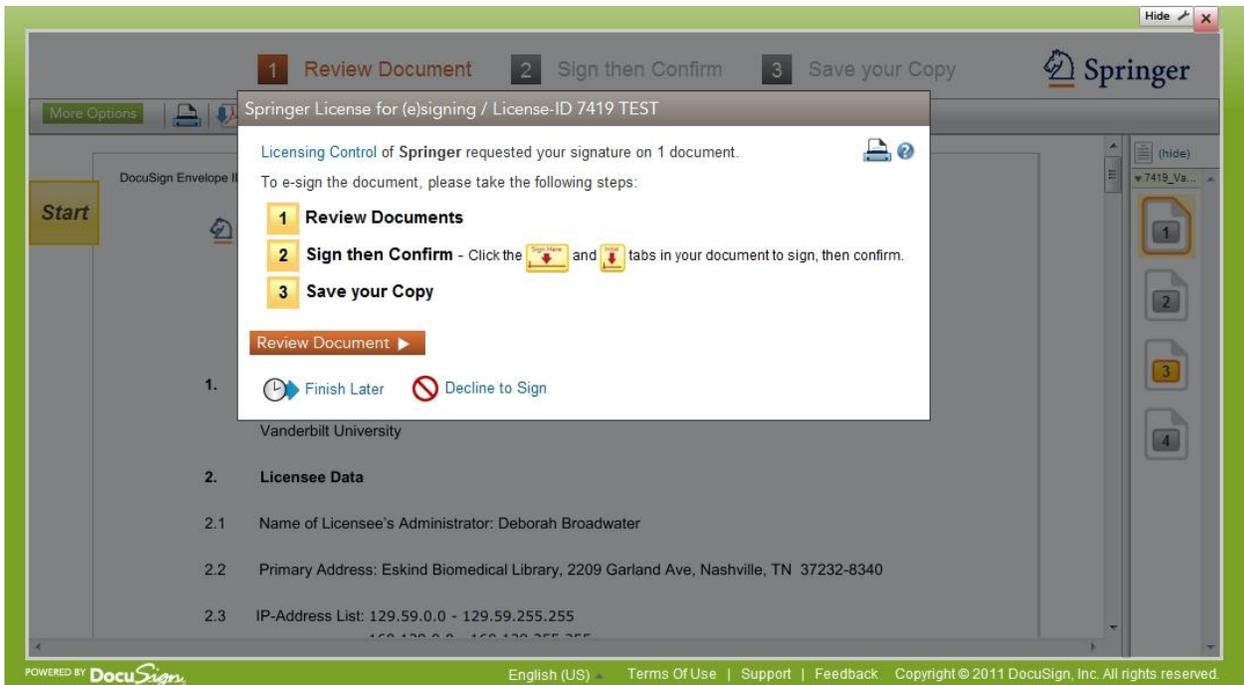
MORE OPTIONS: [Change Signer](#) | [Support](#) | [About electronic signatures](#)

DocuSign. The fastest way to get a signature. ©

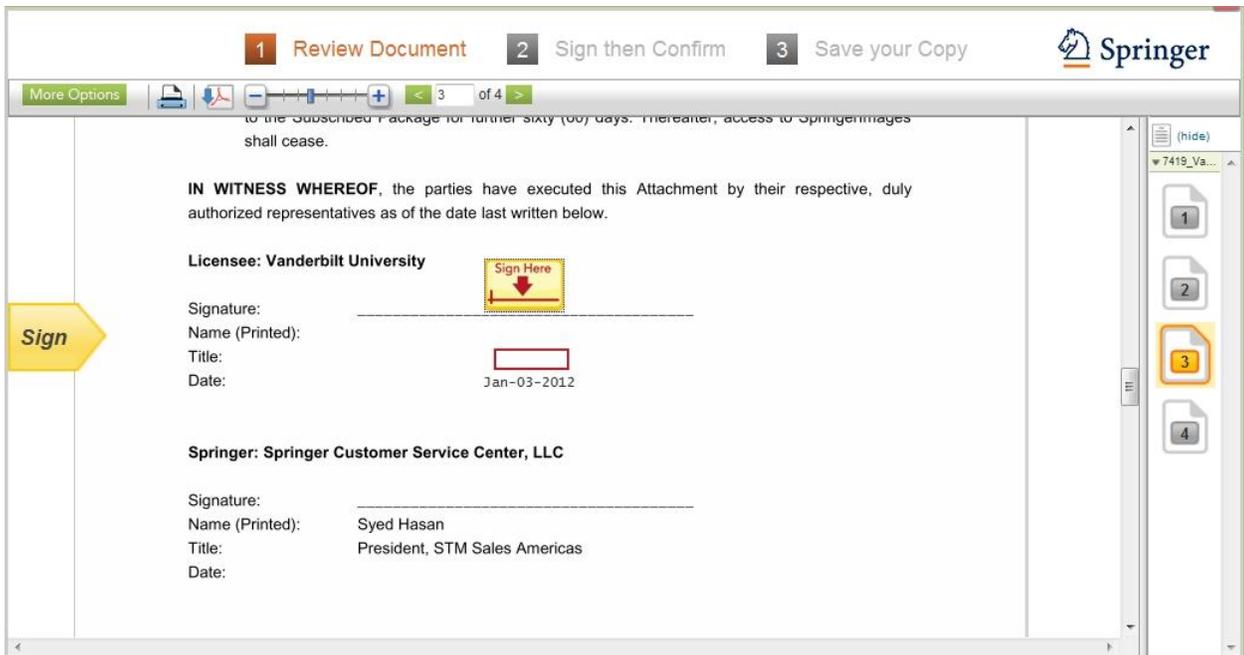
If you have questions regarding this notification or any enclosed documents requiring your signature, please contact the sender directly. For technical assistance with the signing process, you can email [support](#).

This message was sent to you by Licensing Control who is using the DocuSign Electronic Signature Service. If you would rather not receive email from this sender you may contact the sender with your request.

This is an example of the email you will receive from the DocuSign System. By clicking the orange Review Documents button, it will direct you to the license requiring signature.



Click the Sign Here button to input your signature.



Enter your correct signature name and choose a style of script. Click Adopt and Sign. Enter the applicable title. Then Confirm signature.

1 Review Document 2 Sign then Confirm 3 Save your Copy

More-Options

Adopt Your Signature

By clicking Adopt, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts - just the same as a pen-and-paper signature or initial.

Frequently Asked Questions about E-Signatures

Confirm your name, initials, and signature.

Your Full Name: Your Initials:

DocuSigned by: DS

CC879048E472486...

Adopt and Sign

Springer: Springer Customer Service Center, LLC

Signature: _____
Name (Printed): Syed Hasan
Title: President, STM Sales Americas
Date:

Registration is not necessary to use DocuSign, if you prefer please use the Download and Print icons in the right column.

✓ You have completed your documents

Save your document online for **FREE**

- Store your document securely
- Access it anytime from anywhere
- Sign all your documents online with DocuSign Ink

Email:

Password:

Confirm Password:

I agree to the [Terms and Conditions](#)

Save My Document

- OR -

Create an account using

Download or print

Download Print

Share Your Experience

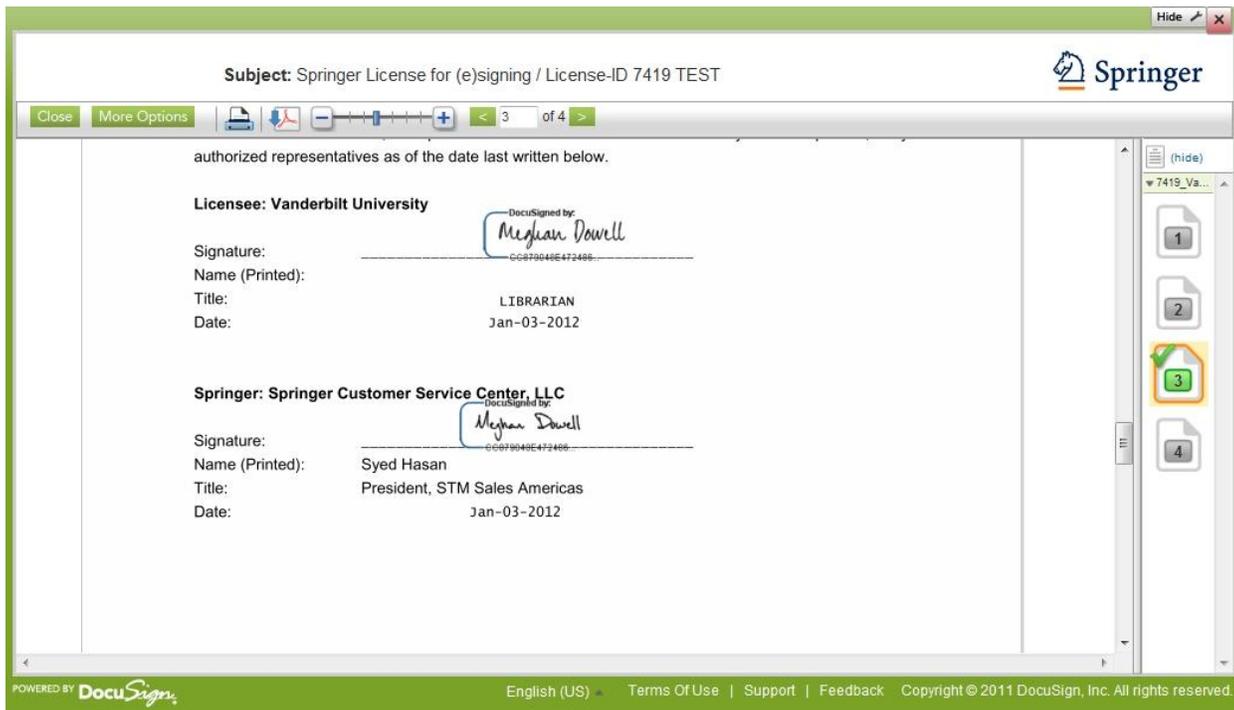
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Once the license has been counter-signed, you will receive a Completed email. From this email, you can print and/or save.



Electronic Signatures are legally binding.

In most countries of the European Union, as well as in Switzerland, electronic signing is legally binding as most countries have adopted and implemented the European Union's Electronic Signature Directive of 1999 (EC Directive) which qualifies an "electronic signature" as "data in electronic form which are attached to or logically associated with other electronic data and which serve as a method of authentication." Under the EC Directive an "advanced electronic signature" means an electronic signature which meets the following requirements: (i) it is uniquely linked to the signatory, (ii) it is capable of identifying the signatory, (iii) it is created using means that the signatory can maintain under his/her sole control and (iv) it is linked to the data to which it relates in such a manner that any subsequent change of the data is detectable. DocuSign meets these requirements as (i) the e-signature is logically attached to the contract, (ii) it is attributable to a person, (iii) the signature is assigned a genuine user ID which can be held in a user account that is password protected and the stylized signature is unique to the signer and is in the control of the signer and (iv) the contract cannot be changed or removed after having been signed. Please note: Regarding Singapore and Switzerland, for tax reason DocuSign is to be used only when a representative of Springer Science + Business Media is physically present.

In the United States electronic signatures are also legally accepted. In 2000, the U.S. Electronic Signatures in Global and National Commerce (ESIGN) Act established electronic records and signatures as legally binding, having the same legal effect as traditional paper documents and handwritten signatures. DocuSign warrants federal ESIGN Act compliance.