USING ADOBE SIGN - STEP BY STEP GUIDE FOR RICE BOWL

FIRST: Please make sure you have all of your documents with you when you complete this application. Scroll down to the accordion selection and click on the + for Grant Application. Nothing to download, do it right in the web. When you see the application hit **CONTINUE**.



Fill out application. Follow the prompts.

Type your name in the appropriate space on last page as indicated and then hit apply.

	Type Draw	
J Sign	this is a test	
		Clear
		Close Apply

Attach any documents before you CLICK TO SIGN.

Click to Attach File Attachment 1	Click to Attach File Attachment 4
Click to Attach File Attachment 2	Click to Attach File Attachment 5
Click to Attach File Attachment 3	Click to Attach File Attachment 6

When all your attachments are uploaded CLICK TO SIGN. You'll then be asked to enter your email to sign the document.



If you do not see the CLICK TO SIGN box appear, please scroll and check your application for any mistakes that will be indicated with a red box.

Note that dates need to me entered in a mm/dd/yyyy format on both the first page and the last page.

Enter Your Information	×
Please enter your email and then click to sign this document.	
ccallan@dio.org	
	Cancel Click to sign

You'll see a message "2024 Rice Bowl Grant Application"

Just one more step

We just emailed you a link to make sure it's you. It'll only take a few seconds, and we can't accept your signature on "2024 DCJH Application" until you've confirmed.

GO to your email - the email that you entered to sign this document.

You will read in the email from AdobeSign (your email will indicate "2024 Rice Bowl Grant Application):

Thank you for signing 2024 DCJH Application. To complete the process, you just need to confirm your email address using the link below. It will only take seconds.

Confirm my email address

After you confirm your signature and other form participants have fulfilled their roles, all parties will receive a completed copy of 2024 DCJH Application as a PDF.

Click on Confirm my email address

You will then be taken back to the web and will see this message (for "2024 Rice Bowl Grant Application"):

Your e-signing of 2024 DCJH Application has been verified. A copy of the signed document is being sent to you.

You will get a copy of the application in your email and our office will also receive one as well.