Email Campaign

Use this email to roll out digital document signing to your clients.

**[Subject] -** **Introducing Digital Document Signing: Safe, Easy & Secure**

Hi [Name],

We know how much of a hassle printing, signing and posting documents to us can be. For this reason, on [XX/XX/XXXX], [Firm Name] will introduce **digital document signing.**

Recognised by countries around the world, digital document signing allows users to securely sign documents electronically on their computer, phone and tablet. Digital signatures (which is what we’re rolling out) are the most secure of all electronic signatures.

## Why you’ll love it

You’ll shortly receive an email invitation to join the [Firm Name] wealth portal. Whenever a document needs to be signed, we’ll upload it to your personal portal.

* **No printing or mailing required:** simply log in, open the document and sign where instructed
* **Sign documents anytime:** with the [Firm Name] wealth portal app, you can sign documents at home or on the go
* **No late documents:** the wealth portal will notify you when a document needs to be signed, and remind you so you don’t miss any deadlines
* **Everything in one place:** all documents you sign digitally are stored securely in the cloud and easily accessible from your portal

## What's next?

Keep an eye out for your [Firm Name] wealth portal email invitation. Set your password and you’ll be ready to go! Every time we need you to sign a document that can be signed electronically, you’ll receive a notification from the portal prompting you to log in. Read through the document, sign as and where instructed by scribbling your signature with your mouse or ticking a box, and hit confirm.

Though we think everyone will benefit from electronically signing documents, we welcome any questions you might have. Give us a shout and we’ll be happy to help.

Kind regards,

[Signature]