



## **FAQs**

# **Frequently Asked Questions about electronic signature with PHOENIX CONTACT**

Content

What is DocuSign?.....3

Why has PHOENIX CONTACT introduced DocuSign as a standard workflow for signing documents?.....3

What are the main advantages of processing and signing contracts electronically? .....3

Electronic signature - definition and usage .....4

    What is an electronic signature?.....4

    For which documents can e-signatures be used? .....4

    Are electronic signatures legally binding? .....4

## What is DocuSign?

DocuSign is the leading e-signature platform on the market, allowing easy, efficient and secure electronic contract execution. For more information about DocuSign, please visit [www.docusign.com](http://www.docusign.com).

## Why has PHOENIX CONTACT introduced DocuSign as a standard workflow for signing documents?

There are many benefits for PHOENIX CONTACT and its partners. Using DocuSign to sign documents digitally is faster and easier, compared to manual paper based processes. For more information about eSigning at PHOENIX CONTACT, please visit our homepage.

## What are the main advantages of processing and signing contracts electronically?

Electronic contract execution offers many benefits for all parties:

- It saves time: Contracts can be signed quickly and easily; anywhere, anytime, from any internet-enabled device.
- It reduces process costs: Paper contracts do not have to be sent via mail and scanned afterwards.
- It provides security and enforceability: The platform meets all requirements of eIDAS regulation as well as US and European certified standards regarding protecting, encrypting and securing contracts.
- It enhances transparency: All parties involved can easily track the status of a contract, so missing documents or data are no longer an issue.
- It improves usability: It is easy, convenient and user-friendly to use DocuSign's web based interface. Simple instructions guide the signer through the signing process.
- It increases productivity: Contracts can be processed easily and stored without requiring additional manual steps. This frees up administrative resources so that you can focus on more important tasks.
- It is environmentally friendly: By no longer using printing material, packaging, and shipping, we save valuable resources.
- Signing is free: Signing a document with DocuSign is always free.

## Electronic signature - definition and usage

### What is an electronic signature?

Electronic signatures enable you to legally sign digital documents and replace paper based handwritten “wet” signatures. Electronic signatures, or e-signatures, are a broad category of methods for signing a record or a document. An electronic signature as defined by the EU Regulation No. 910/2014, also known as eIDAS Regulation, is data in electronic form which is attached to or logically associated with other data in electronic form and which is used by the signatory to sign.

### For which documents can e-signatures be used?

DocuSign can be used for all contracts, offers or documents between two companies where the applicable law is either US or EU law, as long as no explicit exception for hand written “wet” signatures is agreed on or required.

### Are electronic signatures legally binding?

Electronic signatures are valid and legally binding in many countries around the world, including the whole of the EU and US. DocuSign’s solutions enable you to sign electronically and go beyond the stringent requirements of the eIDAS Regulation in the EU and the ESIGN Act and the Uniform Electronic Transactions Act in the United States. eIDAS, the EU Regulation for Electronic Identification and Trust Services was implemented by all EU member states on July 1st, 2016.

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.

For more information, please visit [www.docusign.com/how-it-works/legality](http://www.docusign.com/how-it-works/legality).