

E-Signature Compliance Checklist

Action Checklist — ClearLegalTips.com (2026)

Make every electronic signature legally defensible.

Before You Send

- Confirmed the document can be e-signed
- All parties consent to sign electronically

When You Sign

- Used a platform that binds the signature to the document
- Identity verification for high-value agreements

After Signing

- Kept the signed copy + audit trail
- Stored where you can retrieve it

Red Flags

- Wills / family-law / certain notices -> use wet ink
- Needs a notary -> remote online notary

INSTRUCTIONS FOR USE

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