

# AES for Business: Organisation-wide implementation with just a few clicks

Enable your entire staff to sign electronically with the advanced electronic signature in a breeze.



#### Use your company e-mail address to unlock AES

With AES for Business, your company domain (e.g. yourcompany.com) is used to enable signing with AES. Anyone who registers with Skribble using a company e-mail address (e.g. john.smith@yourcompany.com) and is a member of your Skribble Business can sign with AES without any further action.

#### **One-time registration**

You can request AES for Business directly in your Skribble Business. We will need the following information to unlock AES for Business for your company:

- Domain (e.g. yourcompany.com)
- Trade register number
- Name and e-mail address of a contact person

If we can verify the information, AES for Business will be activated and ready for use within 4 to 6 weeks.

#### **AES: Widely used signature standard**

Self-explanatory for employees

The law distinguishes between the qualified electronic signature (QES), the advanced electronic signature (AES) and the simple electronic signature (SES). The advanced electronic signature (AES) is legally valid for contracts where the law does not require a specific form. This applies to most types of contracts, such as sales contracts or purchase agreements.

#### Frequently used for\*:

- Sales contract
- Rental agreement
- Mortgages
- Expense receipts
- Offers
- Simple employment contract
- Payroll account
- Pension account
- Savings account
- Car rental
- Hotel check-in

Skribble's e-signing platform is so easy to use that new employees can get started without any further explanation. Signing can be done via a browser from any device online at my.skribble.com. Alternatively, you can connect Skribble to your existing systems (via API). This allows your employees to sign directly from the software they are used to.

\*The choice of the e-signature standard depends on applicable formal requirements and internal policies and may differ from the listed examples. Consult a legal advisor for your specific case.





### **AES for Business**



#### **Frequently Asked Questions**

#### Do I have to manually identify all my employees to enable them to sign?

No. Employees are identified by the company e-mail address. Anyone who registers with Skribble using your company e-mail address and is a member of your Skribble Business can sign with AES. The prerequisite is that your organisation has once checked the passport or identity card of the employees (e.g. during the hiring process).

#### In which countries can I use AES for Business?

AES for Business can be used globally.

#### Which contracts can I sign with AES?

The advanced electronic signature (AES) is legally valid for contracts where the law does not require a specific form. More information can be found at <a href="https://www.skribble.com/signaturestandards/">https://www.skribble.com/signaturestandards/</a>.

#### Can I combine AES and QES in my company?

Yes. Employees who need to sign at QES level will have to go through an additional identification process. More information can be found at <u>https://www.skribble.com/identification/.</u>

#### Can I use AES for Business if my organisation is not listed in the commercial register?

This is generally possible with an additional check required during registration. Please contact us for more information.

#### Who is the certificate provider?

The certificates used for AES for Business are from GMO GlobalSign, Ltd, a European Certification Authority and Identity Management Company.

#### Is the company e-mail address the only method of identification for AES?

No. There are various ID identification options available for signing with AES. More information can be found at <u>https://www.skribble.com/identification/.</u>

## Want to know more about Skribble? <u>We will be happy to assist</u> <u>you.</u>

