

Cleverbase

Sign your end-user agreement with Cleverbase signing



Welcome to Cleverbase! Vivochem has invited you to sign an end-user agreement using Cleverbase signing. This manual explains step-by-step how this works. If you have any questions, please do not hesitate to contact our customer service on (070) 820 96 80

Contents of this manual:

1. Registration with Cleverbase in the Cleverbase app;
2. Filling in and saving the end-user agreement;
3. Signing the end-user agreement with Cleverbase (<https://wallet.cleverbase.com/signing>);
4. Mailing the end-user agreement to Vivochem (precursoren@vivochem.nl)



One-time registration with Cleverbase

You need a mobile phone for this step

During the one-time registration at Cleverbase, your identity is verified at the highest level of security. You start the identification process independently in the Cleverbase app by following these steps:

the following video shows how registration works <https://youtu.be/NxVekgzJYFw> .

- Download the Cleverbase app in the Play Store or the App Store.
- Complete the registration in the Cleverbase app:
 - Start the registration via the open notification on the home screen;
 - Submit a photo of yourself and your identity document (ID card or passport);
 - Have a short video call with our staff
 - Confirm your details with your self-created PIN code
- Wait until the second verification is complete. You will receive a confirmation of this via email..

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Fill in the end-user agreement and save as a PDF

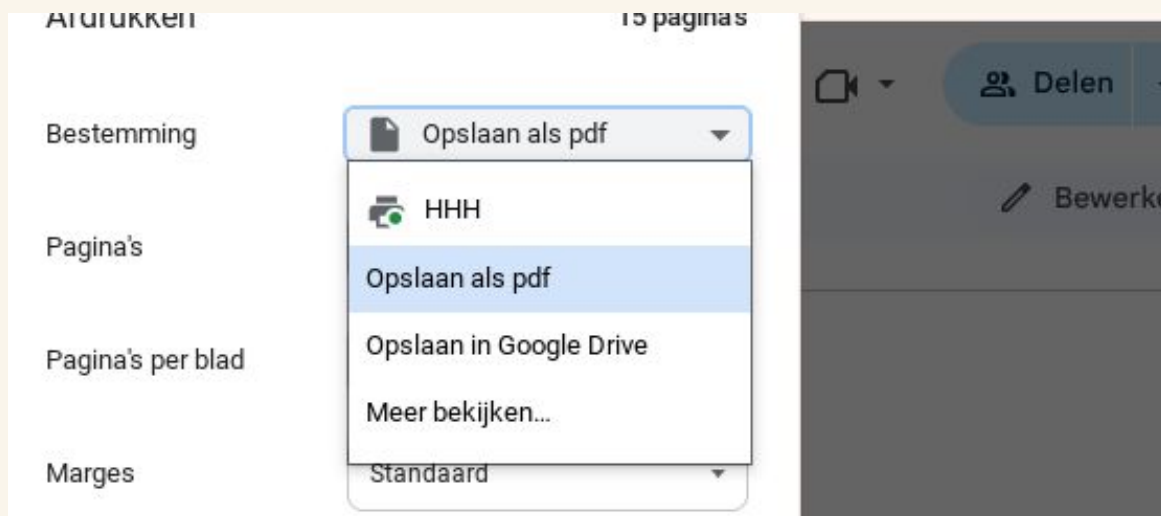
This step requires a PC/laptop

1. Fill in the Vivochem end-user agreement

- You have received an end-user agreement from Vivochem
- Fill in the empty fields digitally.

2. Save the document as a PDF

- Save the filled-in end user agreement as a PDF
- Below you can see an example of how to do this:



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Sign the end-user agreement in Cleverbase Signing

This step requires a PC/laptop and a mobile phone

1. Open

wallet.cleverbase.com/signing

on your PC or laptop

Go to website

2. Select file

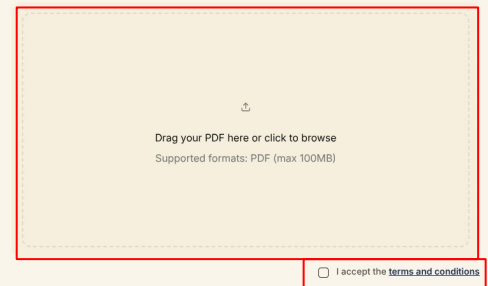
- Click on "Drag your PDF here or click to browse" and select your End-user agreement
- Accept the terms & conditions

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EN Tools Contact

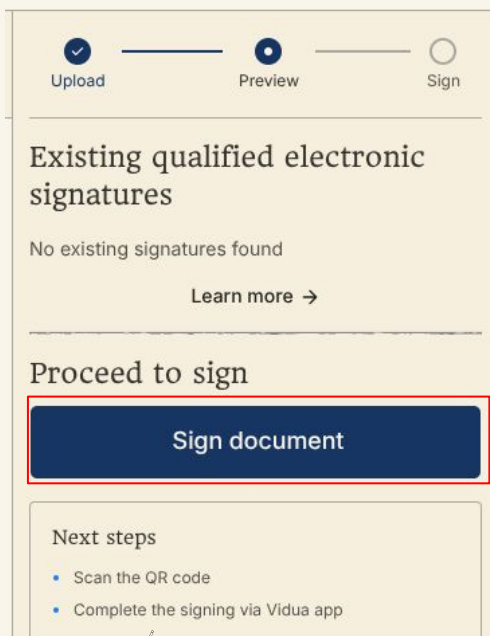
Sign digitally with ease

Sign with a qualified signature, free of charge. Smooth, without compromising on security or legal validity.



2. Start signing

- Click on "Sign document"



3. Scan the QR code

- Open the Cleverbase app on your telephone.
- Open the QR scanner and point it at the QR code



Open the Cleverbase wallet to continue

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Send the document back to Vivochem by email

This step requires a PC/laptop

5. Enter your PIN code

- Enter the PIN code in the Cleverbase app on your phone to place the signature.

6. Signing successful! Then download and share

- The end-user agreement now has a qualified digital signature.
- Download the document.
- Please note: the agreement has not yet been sent, do not forget to email the document to Vivochem

7. Send the signed document back to Vivochem

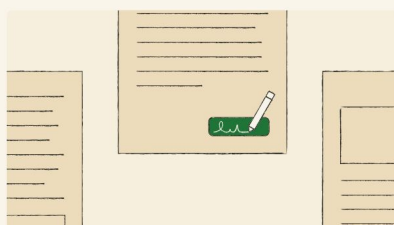
- Send the document to precursoren@vivochem.nl



You have placed a qualified signature

Your document has now been digitally signed with the same legal validity as a handwritten signature. Read more about this form of signing [here](#).

Download Sign a new PDF



Document overview

The original content has not changed since signing. Cleverbase added verified signature details to make the document officially qualified.

