Find and share the API Account ID.

Administrators need to share their API account ID with Cleverbase. The procedure for doing so is explained here.

WHO	WHEN	YOU NEED
Administrators only	Once	Access to Admin in Docusign

ADMINISTRATOR

1. From your Docusign home page, go to **Admin**.
2. In the left column, click **Apps and Keys**.
3. Copy the code under **API Account ID**.
4. Share the code with **all colleagues who use Docusign**. Without it, they cannot use Cleverbase on this account.

EVERY USER

5. Enter the code in the Cleverbase request field.

✓ **Done.** Your account is linked and you can send documents with Cleverbase QES.

ALL LEAFLETS

Leaflet 1	Leaflet 2 · this one	Leaflet 3
Enable Cleverbase	Find and share the account ID	Send, sign and verify

Questions or need help?

Contact Cleverbase customer service.

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