

Subject mail: a better way to digitally sign and exchange documents

Dear client,

Our society is changing at a rapid pace. Last year was another year in which we saw a huge uptake for the new ways in which people can work together - and do business together - online. These new methods make it possible to carry on with our commercial activities, even in times where we are physically separated from each other. In addition, digitisation allows us to innovate our processes and business operations.

We too have taken steps in this direction over the last year or so. As a client, you may have noticed little of this change yourself. After all, personal contact is key to the way we do business with you and this has not changed. All the same, we do want to draw your attention to a new IT method we are implementing in-house for improving the administrative handling of your documents.

From this year onwards, we will be offering you documents electronically for you to sign. You will not need to create an account for this or memorise login codes. Instead, when a document is ready for you to sign, you will receive an e-mail message from us, following which you will just need to carry out a couple of straightforward actions in order to simply sign the document digitally! This new method delivers four benefits to both you and ourselves:

- It saves both you and us a lot of 'fuss and bother' - no more printing out, scanning in and e-mailing of digital copies.
- The legal burden of proof for the digital signing transaction is more dependable than with a 'scanned' signature. Quality is our watchword, which is why we are setting great store by this new method.
- As an accounting firm, we sign documents to the highest quality standard and in line with the most up-to-date European norms and regulations (incl. eIDAS), as seen by the fact that we are registered in the register of professional accountants.

*'Our new PKI signing software means that we can add a high-quality (certified) signature, so you can sign that document easily too. From the Cloud to and from your IT system, tablet or smartphone - easy!'*

How it works:

- You receive an e-mail request from Wecountancy to sign a document
- You review the document and opt for 'Ondertekenen' ('Sign')
- You use [Whatsapp](#) to scan the QR code on your phone or else choose verification by SMS (text message)
- Once you have signed, you will receive a second e-mail with a link for downloading the signed document
- After 30 days, the document will be deleted from our signing portal.

We hope that this new method will not only further improve the service we provide to you but will also show you just one way in which we are adding innovation to our business operations. Feel free to get in touch if you have any questions or if we can help you to implement such innovations as well.

Met vriendelijke groet,

Wecountancy Noordwijk B.V.

