



DATASHEET · CREATE · PAPEROFFICE SIGN

# Print, sign, scan and send it back? Now signing happens right on the phone.

PaperOffice Sign sends a document from the DMS out for signature. Signers open the link in their browser, confirm with an SMS code and sign on the screen. At the end, the signed PDF and a signature certificate are ready.

## AT A GLANCE

Simple electronic signature (SES) with an SMS code for every signer, timestamp, audit trail and certificate. In the app, via REST API and via MCP.

## 01 · WHAT IT IS ABOUT

# Paper holds up every signature. A link brings it to the phone.

A contract gets printed, signed, scanned and sent back, and days pass in between. With PaperOffice Sign, a link goes out by SMS or email. The signer confirms with an SMS code and signs in the browser.

**SIGNATURE TYPE**

Simple electronic signature (SES) under eIDAS, confirmed by SMS code

**SIGNERS**

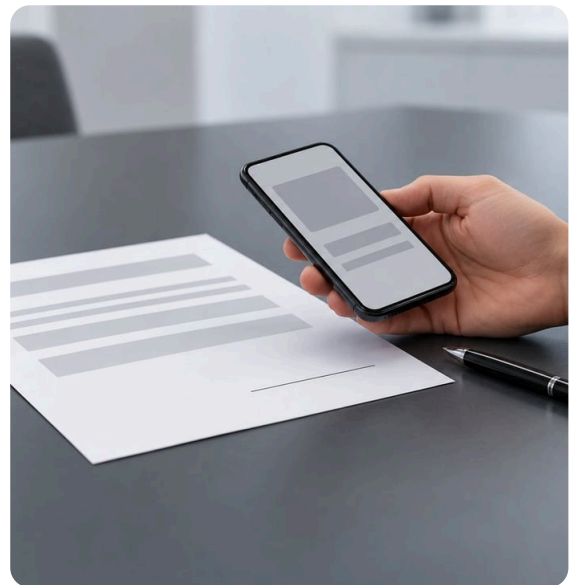
One or more people, each with a mobile number; invitation by SMS, email or link

**RESULT**

Signed PDF with an appended signature certificate and audit trail

**ACCESS**

In the app, via REST API and as MCP tools `po_signing_*`

**SMS code for every signer**

Before signing, each signer receives a six-digit code by SMS on their mobile number. The code is valid for ten minutes.

**Sign in the browser**

The link opens a signing page in the smartphone's browser. There, the signer sees the document and signs with a finger on the screen.

**Signature certificate**

The result includes a certificate with the document's SHA-256, details on every signer, the audit trail and an RFC 3161 timestamp.

**Status per person**

The status dialog shows for each request and signer whether it is pending, completed, declined or expired. Send email reminders from there with one click.

**Sign on site**

Actions › Signature › Sign on smartphone sends an SMS link to the smartphone of a customer on site, for example at reception or during an appointment. They sign right there.

**Verify and prove**

PaperOffice matches a PDF's SHA-256 against the versions it issued. The QR code in the certificate leads to the public verification page.

## 02 · HOW IT WORKS

# Add signers, send the request. Download the signed PDF.

The signature request starts in the document list. You follow the progress in the status dialog, which is also where you download the result.

1

## Choose the document

Select the document in the list and open **Actions** > **Signature** > **Send for signature**.

2

## Set signers and channel

Enter name and mobile number for each signer, choose SMS, email or link, and set the expiry date.

3

## Send

**Send signature request** sends the invitations. Each signer confirms with an SMS code and signs in the browser.

4

## Status and result

Under **Actions** > **Signature** > **View status**, see the status per person, use **Send Reminder**, or download the **Signed PDF** and the **Certificate** once completed.

### TECHNICAL DATA

| FEATURE        | DETAILS                                                                                                       |
|----------------|---------------------------------------------------------------------------------------------------------------|
| Signature type | Simple electronic signature (SES) under eIDAS                                                                 |
| Confirmation   | SMS code, six digits, valid for ten minutes; mobile number in E.164 format                                    |
| Invitation     | SMS (app default), email or a freely shareable link                                                           |
| Link validity  | 7, 14 or 30 days or a custom date in the app; up to 90 days via API                                           |
| Downloads      | full (PDF with certificate), certificate, document (original)                                                 |
| REST API       | /signature_link/create_and_send, get_signing_status, send_reminder, download_signed_document, verify_document |
| MCP tools      | po_signing_request_create, _requests_list, _request_manage, _document_download, _verify                       |

## 03 · IN PRACTICE

# Signatures without the paper trail. For orders, contracts, appointments.

## Order confirmation from a customer

Sales sends the order confirmation as an SMS link. The customer signs on the phone, and the signed PDF with certificate is then ready to download.

## Agreement between two parties

Both managing directors get their link by email at the same time. The status dialog shows who has already signed, and **Send Reminder** nudges the other side.

## Signature at an appointment

A customer signs the consent form during an appointment on their own smartphone via SMS link, with no paper or clipboard involved.

### FREQUENTLY ASKED QUESTIONS

#### Which signature type does PaperOffice Sign create?

The simple electronic signature (SES) under eIDAS. Every signer confirms with an SMS code before signing, and the time and device are recorded in the audit trail.

#### Does the signer need an app or an account?

No. They open the link in their smartphone's browser, enter the SMS code, allow access to their location and sign.

#### What does the signature certificate contain?

The document's SHA-256, for each signer the name, SMS-confirmed mobile number, time, IP address and device, the audit trail, an RFC 3161 timestamp and a QR code for verification.

#### How do I verify a signed PDF?

Via REST API with `verify_document`: PaperOffice compares the file's SHA-256 with the versions it issued. With the QR code in the certificate, anyone can check validity on the public verification page.

### GET STARTED

Send your next contract out for signature.

Sign in to your PaperOffice account, select a document in the list and choose

**Actions › Signature › Send for signature**. Billing is usage-based.

[paperoffice.ai/en/ai-signature-legally-binding](https://paperoffice.ai/en/ai-signature-legally-binding)



### MORE ABOUT THE MODULE

[paperoffice.ai/en/ai-signature-legally-binding](https://paperoffice.ai/en/ai-signature-legally-binding)

### PRICING

[paperoffice.ai/en/pricing](https://paperoffice.ai/en/pricing)

### CONTACT

[paperoffice.ai/en/contact](https://paperoffice.ai/en/contact)