

HELLO!

First things first... since we are all on the road doing events most of the year, there are times when we will not be able to check our email, so for this reason, you must have your waiver signed and emailed to us no less than 48 hours prior to the first day of the event that you are going to attend, regardless of what day you are attending... meaning if an event starts on a Wednesday, but you aren't coming until Saturday, your waiver must be turned in no later than Monday. Due to CoVid-19, we will not have paper waivers at any of our events, therefore another reason that this step must be done with enough time prior to the event, is for us to verify that you've signed correctly.

NOTE: We only want 1 waiver per person. If you are a Handler, and a Holder, we still only need 1 waiver per person!

As long as you follow these instructions, you will be digitally signing your waiver in no time flat!

You will be signing it with a digital ID that you will create very easily (if you don't already have one stored on your computer), from the steps below. **HINT: Just typing in a signature will invalidate your waiver, so be sure to follow these instructions.** Once signed, you will email it back to us – instructions at end of document.

After you have completed your waiver, you should never have to do it again!

Mobile phone or tablet users please note: You can look for a free pdf signing app in your devices app store (I just got word that the Adobe Fill & Sign App works great on mobile phones), but the information must be filled out correctly, and then signed. I've never tried it on a phone or tablet, so if these directions do not work, you will have to use a computer to sign.

IF YOU USE A DOCUMENT SIGNING SERVICE like EchoSign, after signing the document on their Web site, DO NOT send us a link for us to download it, as we do not open files from unknown sources. You will need to download the file to your computer (or email it to yourself so you can download it), then compose a new email, attach the file, and email it directly to us.

VERY IMPORTANT: 100% of the responses that we get from people saying "I worked on this for hours and couldn't get it done", is due to the FIRST STEP not being followed exactly, which is: MAKE SURE TO DOWNLOAD THE DOCUMENT TO YOUR COMPUTER FIRST... the whole process won't work unless you download it... meaning, if you see the attachment in your email, and you click and open it, because the attachment resides on your mail server UNTIL you download it, it can't be successfully edited and saved until you give it a home to save it to.

Your mail server does not allow you to edit and store files there, so you have to download it... vs. just clicking on it and opening it.

Depending on the email program that you use, most times it's as simple as right-clicking and choosing "save as", and then storing it on your hard drive in a familiar place like your Documents. At that point, you'll want to get out of your email program or Internet browser, use Finder (Mac) or Explorer (Windows), and go to your documents (or wherever you've downloaded it), and open it from there. Then you navigate over to your documents, and double

click to open the file from there. Once you have it open on your hard drive, you are able to fill in the blanks on the file, sign it, and save it to send back. The following directions following will explain how to right-click and save the document, so please read on!!!

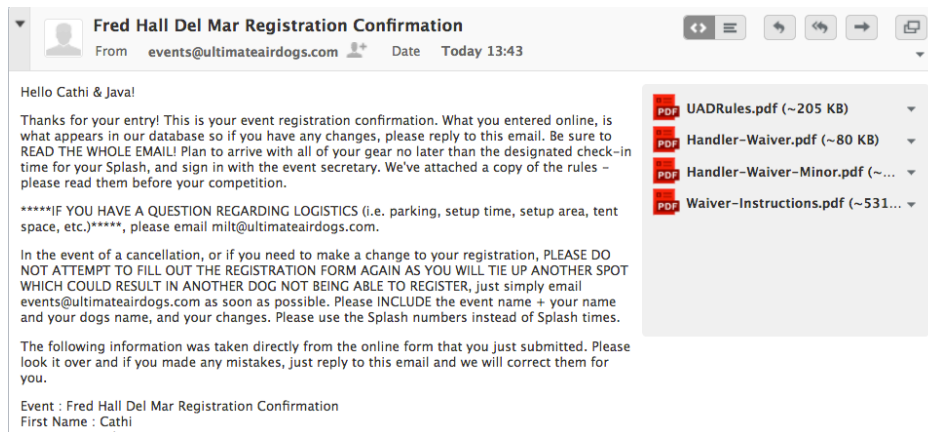
NOTE: If you downloaded a .zip file from Facebook, you shouldn't have to worry about the above, since it will be downloaded onto your hard drive. **(If you downloaded a .zip file from Facebook, please skip to STEP 2)**

***** VERY IMPORTANT: SIGNING THIS DOCUMENT DOESN'T MEAN JUST USING A CURSIVE FONT, YOU HAVE TO SIGN IT WITH A LEGALLY BINDING DIGITAL SIGNATURE – THIS IS DONE USING A DOCUMENT SIGNING PROGRAM OR APP. Anything other than a “digitally signed” waiver will be rejected!*****

PLEASE READ AND FOLLOW THESE INSTRUCTIONS!!!

STEP 1: DOWNLOAD THE DOCUMENT:

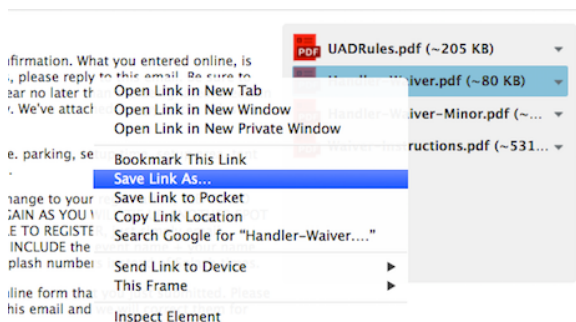
Your email from us with the documents attached should look similar to Fig. A:



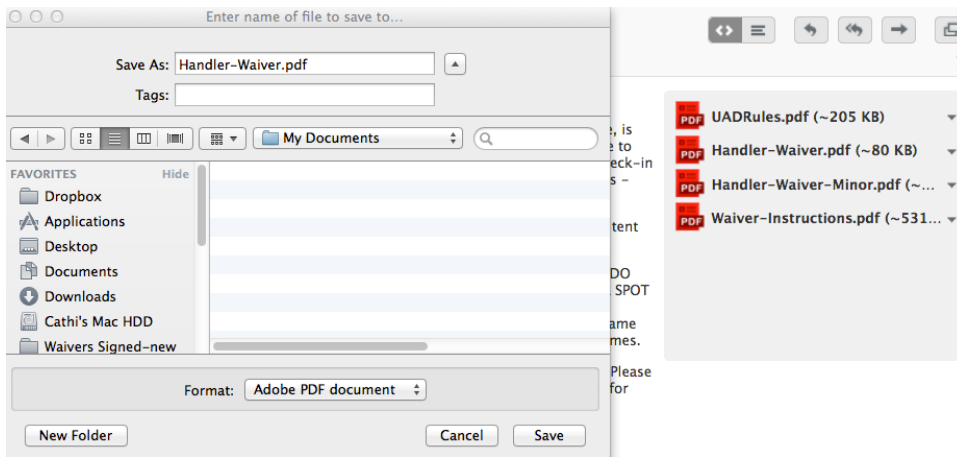
(FIG A.)

This is where the biggest mistake is made: It would be easy if you could just click on the waiver and open it from your email, but that's where the big issue lies, so just say no!!!

Right click on each of the documents, and select “Save As” or “Save Link As” (wording will depend on your OS) to your Documents (or wherever you save your important downloads), like Fig. B, followed by Fig. C:

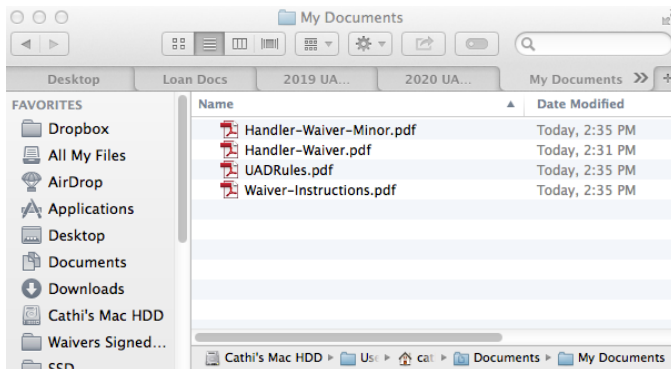


(FIG B.)



(FIG C.)

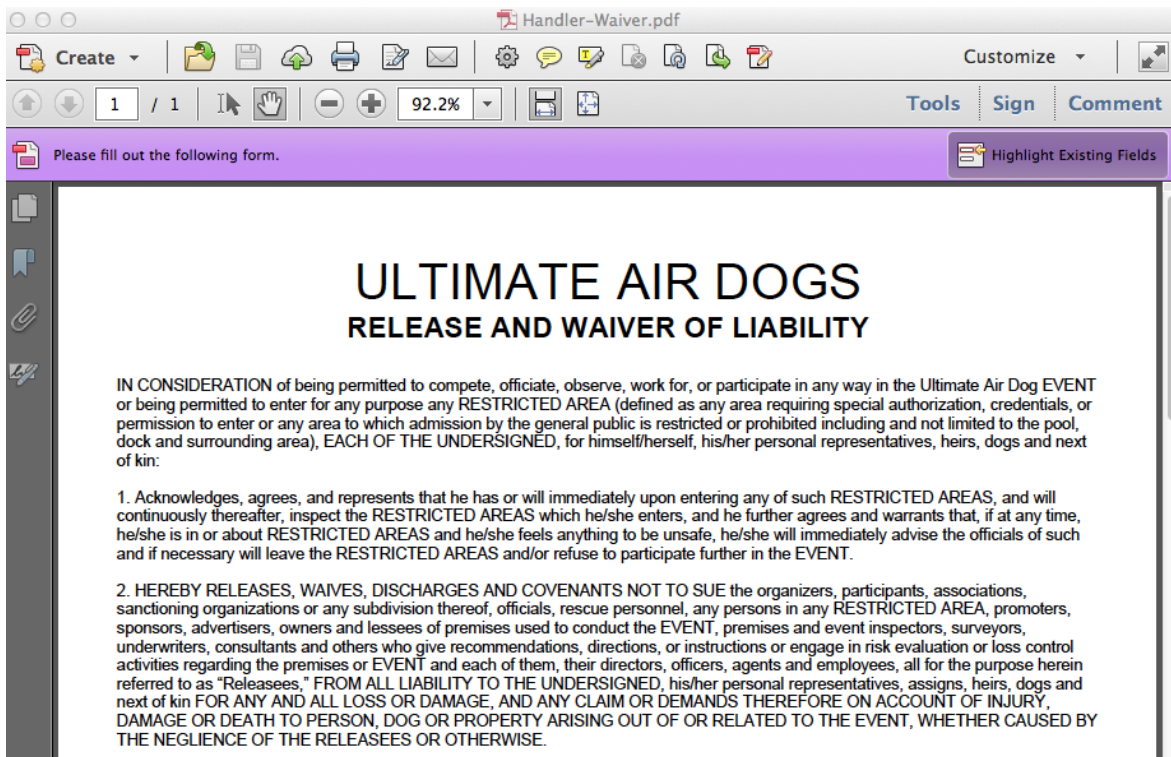
Once you've successfully downloaded the waiver to your computer from your email, it's super simple: Use Finder (Mac), or Explorer (Windows), and head on over to the place you downloaded the attachments. See Fig. D:



(FIG D.)

STEP 2: OPEN THE DOCUMENT:

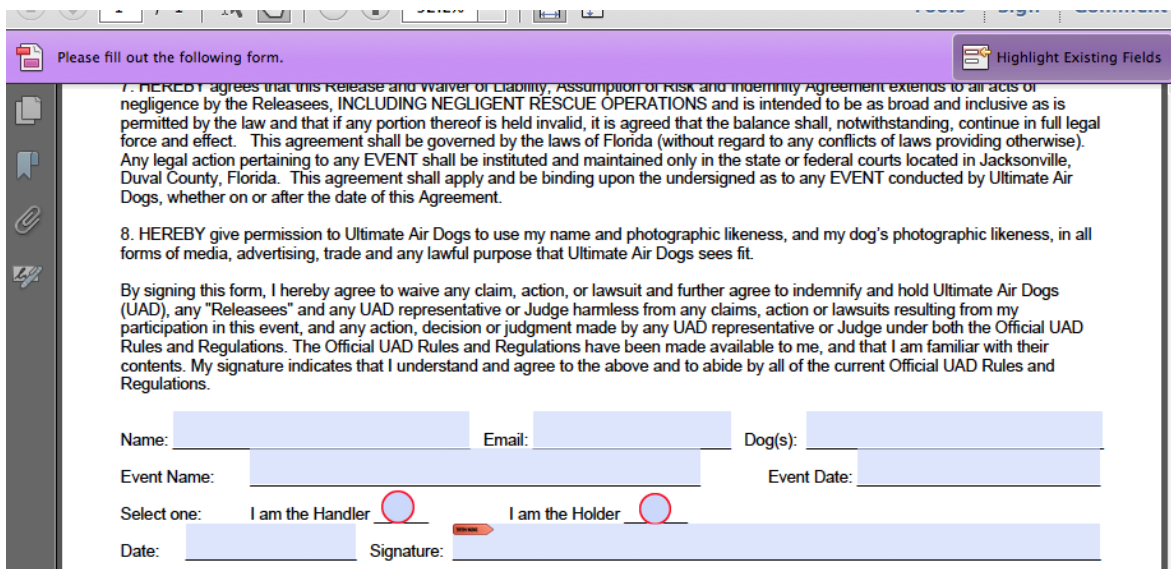
(If downloaded from Facebook, first unzip the file). Open the file "Handler-Waiver.pdf" by double clicking it. If you have a minor, you will open Handler-Waiver-Minor.pdf as well. If it opens in any other program than Adobe Acrobat Reader, you will need to close it, open Acrobat Reader. (If you don't have Acrobat Reader, download it here: <http://www.adobe.com/reader>), then click "File", "Open", go to your documents where the file resides. Once opened, it will have a pretty purple bar across the top and look like Fig E:



(FIG E.)

STEP 3: FILL IN THE BLANKS:

Fill in the fields on the bottom of the page – you can use your "tab" key to move between fields. (NOTE: All fields are required). See Fig F below:



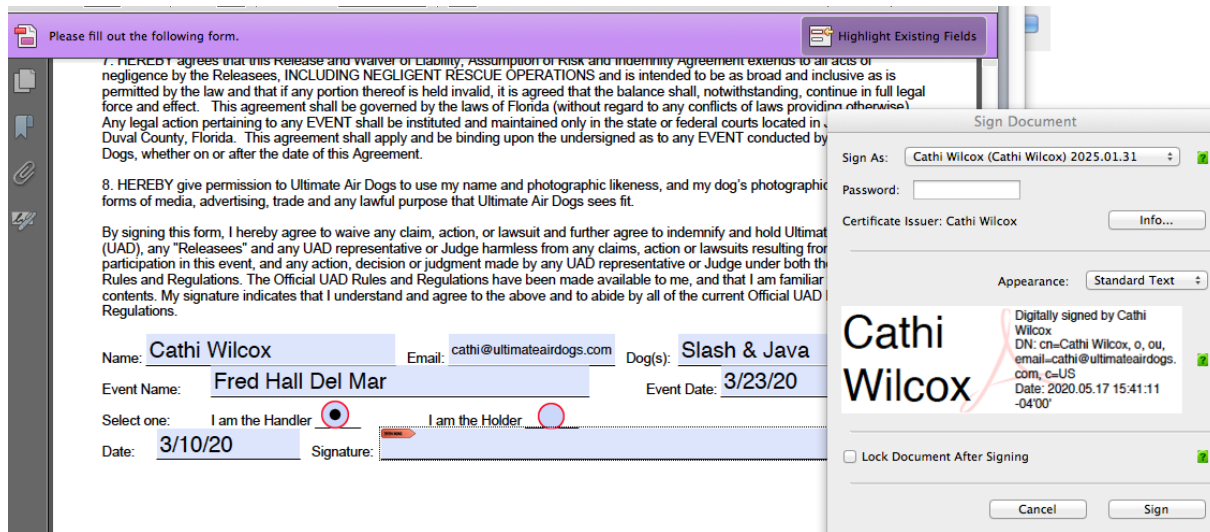
(FIG F.)

STEP 4: SIGN THE DOCUMENT:

Click the "Signature" box. Reader will prompt you with one of two dialog boxes.

IF YOUR SIGNATURE BOX IS CLICKABLE, please disregard the next sentence and move on. IF YOUR SIGNATURE BOX IS NOT CLICKABLE, you will need to look around your Adobe application for something that says Sign Document (or similar), and follow the instructions.

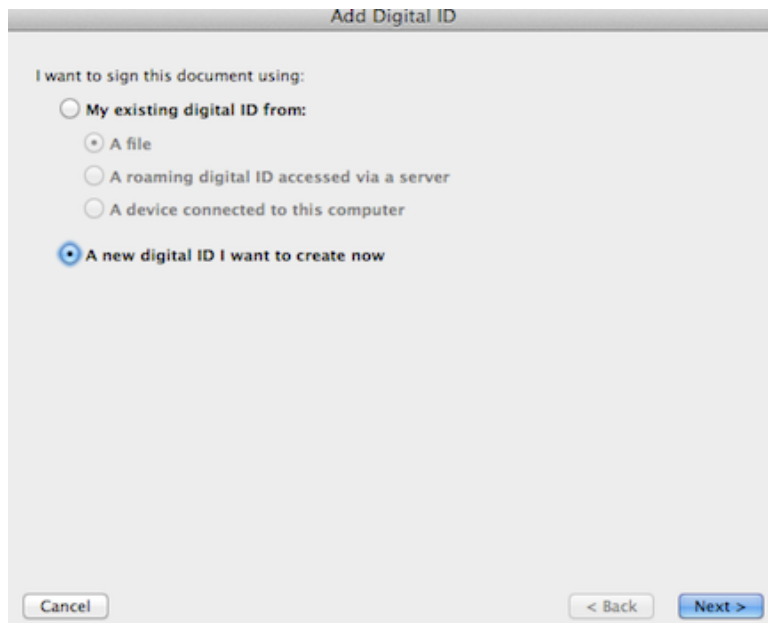
If you already have a digital ID stored on your computer, the first step to signing will look like Fig G - Reader will ask you if you would like to sign the document with your stored signature:



(FIG G.)

You'll need to enter your password, and then hit sign. (DO NOT CLICK "Lock Document After Signing"). If you are able to sign this way, skip to the next step: STEP 5: SAVE THE DOCUMENT.

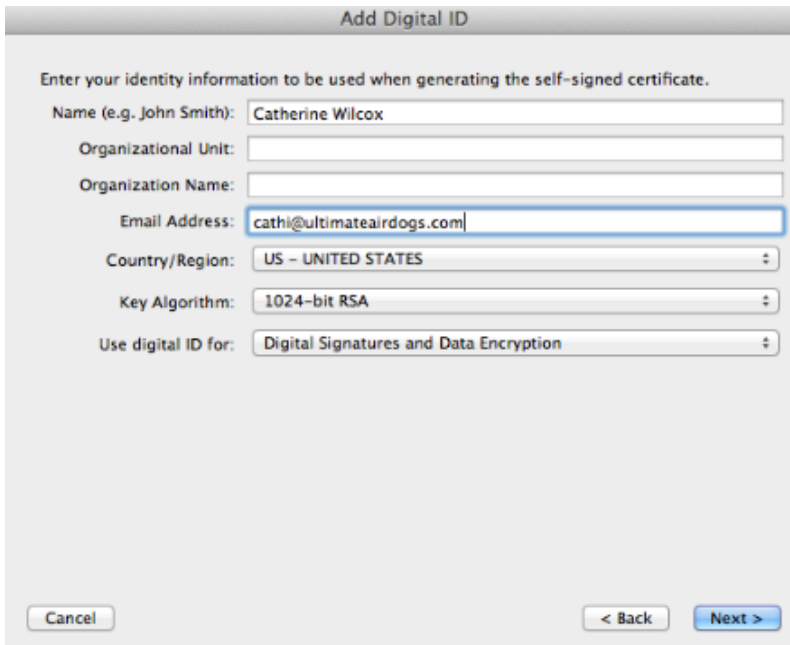
If you do not have a digital ID stored on your computer, here is where you will create one. The dialog box will look like Fig H:



(FIG H.)

Just follow the prompts...it's very easy. It will ask you how you want to sign the document... choose "A new digital ID I want to create now", and then click "next".

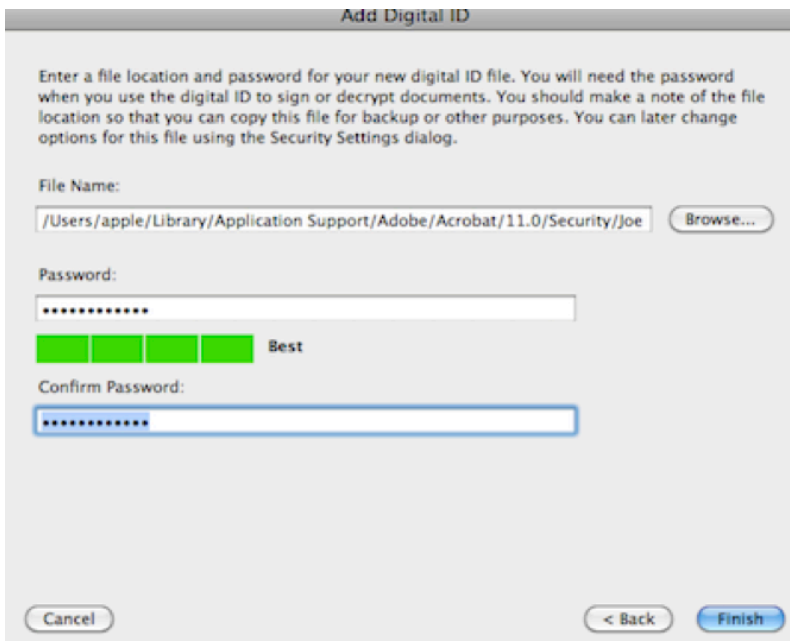
Fill in the appropriate info in the following boxes like Fig I, except use your own info, not mine! LOL!:



(FIG I.)

Click NEXT.

Be sure to choose a strong password, and make sure it's one you won't forget. The greener the better! See Fig J:



(FIG J.)

Click FINISH.

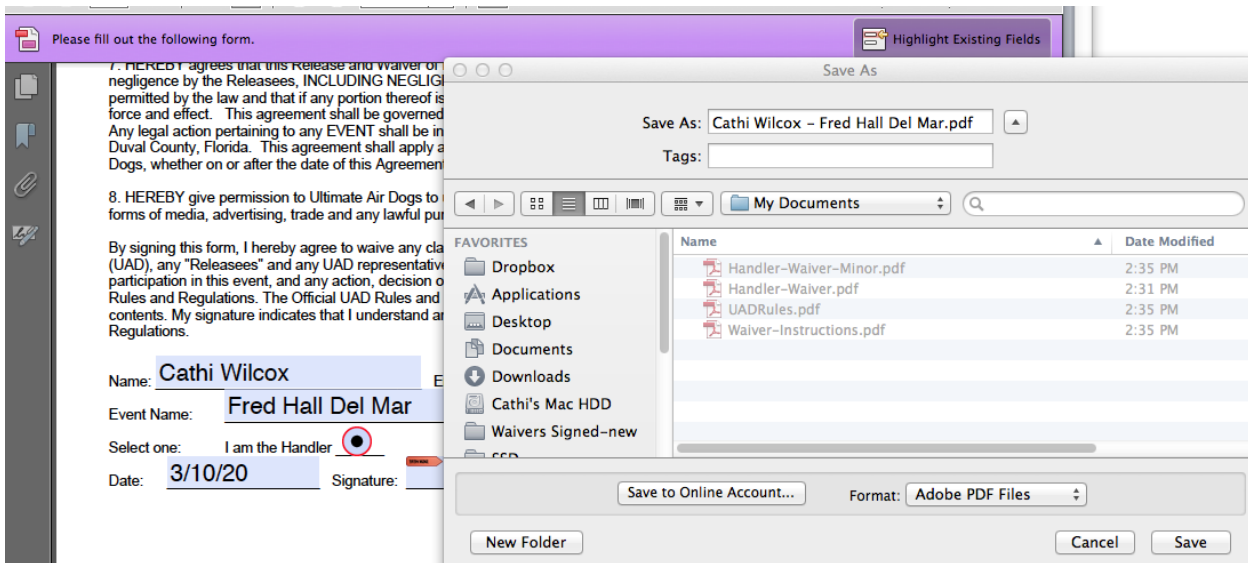
The next dialog box will look like Fig K. You'll enter your newly created password in the Password box, and then click Sign:



(FIG K.)

STEP 5: SAVE THE DOCUMENT:

Save the .pdf as a **NEW DOCUMENT** BY **RE-NAMING IT TO YOUR NAME**. See Fig L:



(FIG L.)

NOTE: Once saved, make sure that the purple area at the top (like on Fig L.) has turned blue, and the "Signature" box will contain your digital signature. See Fig M:

Signed and all signatures are valid. Please fill out the following form. Signature Panel Highlight Existing Fields

7. HEREBY agrees that this Release and waiver of Liability, Assumption of Risk and indemnity Agreement extends to all acts or negligence by the Releasees, INCLUDING NEGLIGENT RESCUE OPERATIONS and is intended to be as broad and inclusive as is permitted by the law and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. This agreement shall be governed by the laws of Florida (without regard to any conflicts of laws providing otherwise). Any legal action pertaining to any EVENT shall be instituted and maintained only in the state or federal courts located in Jacksonville, Duval County, Florida. This agreement shall apply and be binding upon the undersigned as to any EVENT conducted by Ultimate Air Dogs, whether on or after the date of this Agreement.

8. HEREBY give permission to Ultimate Air Dogs to use my name and photographic likeness, and my dog's photographic likeness, in all forms of media, advertising, trade and any lawful purpose that Ultimate Air Dogs sees fit.

By signing this form, I hereby agree to waive any claim, action, or lawsuit and further agree to indemnify and hold Ultimate Air Dogs (UAD), any "Releasees" and any UAD representative or Judge harmless from any claims, action or lawsuits resulting from my participation in this event, and any action, decision or judgment made by any UAD representative or Judge under both the Official UAD Rules and Regulations. The Official UAD Rules and Regulations have been made available to me, and that I am familiar with their contents. My signature indicates that I understand and agree to the above and to abide by all of the current Official UAD Rules and Regulations.

Name: Cathi Wilcox Email: cathi@ultimateairdogs.com Dog(s): Slash & Java

Event Name: Fred Hall Del Mar Event Date: 3/23/20

Select one: I am the Handler I am the Holder

Date: 3/10/20 Signature: Cathi Wilcox

Digitally signed by Cathi Wilcox
DN: cn=Cathi Wilcox, o, ou, email=cathi@ultimateairdogs.com, c=US
Date: 2020.05.17 15:50:04 -0400

(FIG M. - Finished product should look like this)

NOTE: We allow 2 people on the dock... 1 handler and 1 holder. Each handler, holder, and/or minor needs to have a waiver on file for us, so re-open Handler-Waiver, and do this for each person that will be on the dock.

STEP 6: EMAIL THE DOCUMENT:

Email it back to events@ultimateairdogs.com with the SUBJECT LINE as follows: Handler Waiver - "Your Name" and "Event Name" (fill in appropriate info in quotes).

That's it... you're done!!!