How to execute a video verification and sign a document

Prepare your **valid ID** (passport or ID card).

Keep your **mobile** close to you.

Make sure **you are online** and the video camera, your micro and headphones in the device you will use to connect work properly. You will need them for a preliminary single identity verification before you sign the document.

Click **the link** at the email you received.

Execute the procedure of the **identity verification**. Follow the instructions included in the procedure (fill the personal data and show your ID to the video camera).

- Remember that the video verification procedure can be executed only on **Monday to Friday at: 8 am – 6 pm.**

- Connecting time with our consultant should not exceed **20 minutes**. Otherwise, please disconnect and click the same link at the email.

- You can speak either **Polish or English or German** to our consultant.

You will be then connected with our consultant. Please, follow his instructions. Answer **several questions** and **show your ID** card or your passport for a verification.

At the end of the verification procedure you will be texted **a code**. Please, enter it at the screen in the appointed place.

After the verification is recognized as positive, please read the document to be signed and **click „Sign"**.

Your document will be **signed automatically** and submitted to EuroCert.

The time necessary for the entire procedure should not exceed 15 minutes.