

# WEB MERLIN SIGNATURE SCANNING TEMPLATE



**Anything outside of the box cannot be imaged**

## SCANNING INSTRUCTIONS

1. Print this template and sign in the box.
2. Scan this template in and either email to [wmsignatures@avalonrisk.com](mailto:wmsignatures@avalonrisk.com) or open with an imaging application and crop to 138x38 pixels.
3. Save image to a location that will be easy to locate. (i.e., your desktop)

or

4. Print this template, sign in the box and fax to your local Avalon office.
5. Please provide the mandatory information below:

Contact name: \_\_\_\_\_

Title: \_\_\_\_\_  
*(CBP will only accept signatures from company officers, i.e., President, Vice President, Corp. Treasurer, Corp. Secretary, CEO, CFO, COO, etc.)*

Company name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Please provide access to:

- Single Entry Bonds  
 Bond Tools

- Single ISF Appendix D  
 Reports

- Continuous Bonds