



Financial Services Technology

Signature Block Override: Simplicity Runtime

Training Support Guide for Document Library 2021.101

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About This Training Guide

This training guide covers the Signature Block Override feature in Simplicity Runtime that lets you configure how a signature block for an entity should appear. The features outlined in this guide are available for users who are on the 20201.101 document library version or newer. If you are using document library 2020.359, please review *Signature Block Override Training Guide 2020.359* for an accurate description of available functionality.

For a complete description of the Signature Block Override Feature, please see the Release Notes for CHANGE-3689.

Invoking the Signature Block Override

1. To invoke the Signature Block Override Feature on Commercial Loans, click on the **Signature Block Overrides** tab in Simplicity Runtime.

The screenshot shows the Simplicity Runtime interface for a loan. The 'Signature Block Overrides' tab is highlighted with a red box. The interface includes a top navigation bar with 'Runtime - Loans' and 'Compliance Evaluation' tabs. Below the navigation bar, there are tabs for 'General', 'Entities', 'Collateral', and 'Signature Block Overrides'. The 'Signature Block Overrides' tab is active, displaying a list of signature blocks: 'Borrower', 'Guarantor', and 'Resolving Party Certifier'. A message 'Please select a signature block.' is displayed. Below the signature blocks, there is a 'Selected Documents' section with three documents listed: '271CAV2.FXL - 32/2018', '305BAV2.FXL - 04/2015', and '307BAV2.FXL - 175/2019'. Each document has a corresponding document ID (271CA, 305BA, 307BA) and a brief description of the document type and date.

Signing structures may be configured for **Main Entities** of Borrower, Guarantor or Hypothecator.

2. Expand one of the **Main Entity** Sections.

The screenshot shows the Simplicity Runtime interface for a loan, similar to the previous one, but with the 'Borrower' section expanded. The 'Borrower' section is highlighted with a red box, and a list of entities is displayed below it: 'Be Nice Enterprises LLC', 'Be Nice Partnership', and 'Be Nice Trust'. The 'Guarantor' and 'Resolving Party Certifier' sections are also visible. The 'Selected Documents' section at the bottom shows the same three documents as before: '271CAV2.FXL - 32/2018', '305BAV2.FXL - 04/2015', and '307BAV2.FXL - 175/2019'.

3. Select an entity from the list to configure a signature block.

The screenshot shows the 'Signature Block Overrides' interface. On the left, under the 'Borrower' section, a list of entities is displayed: 'Be Nice Enterprises LLC', 'Be Nice Partnership', and 'Be Nice Trust'. 'Be Nice Enterprises LLC' is highlighted with a red box. To the right of this list, the text 'Be Nice Enterprises LLC' is displayed. Below this, there is a large dashed rectangular box for signature configuration. At the bottom of the interface, there are buttons for 'Show Debug' and 'Compliance Evaluation'.

4. After you click on the **Entity Name**, the **Borrower Authorized Signer(s)** list will display all entities that have been assigned the **Role of Borrower Authorized Signer** and have been linked to the **Borrower**. The **Borrower** name will display on the right of the panel to visually represent a signature block will be configured for this entity.

This screenshot shows the same 'Signature Block Overrides' interface, but now the 'Borrower Authorized Signer(s)' list is expanded and highlighted with a red box. This list contains the following signers: 'Eagle Partners Limited', 'Jim Doe', 'Kathy Jones', and 'Soaring Corp'. The 'Be Nice Enterprises LLC' entity remains selected in the Borrower section on the left, and its name is still displayed on the right. The 'Show Debug' and 'Compliance Evaluation' buttons are visible at the bottom.

- From the **Borrower Authorized Signer(s)** list, drag the entity who will be signing on behalf of the **Borrower**. The **Borrower Authorized Signer** will automatically be indented directly underneath the **Borrower** name

The screenshot shows the 'Signature Block Overrides' section of the application. On the left, under the 'Borrower Authorized Signer(s)' category, a list of signers is displayed: 'Eagle Partners Limited', 'Jim Doe', 'Kathy Jones', and 'Soaring Corp'. 'Eagle Partners Limited' is highlighted with a red box. A red dashed arrow points from this box to the 'Capacity' field in the main area. The main area shows 'Be Nice Enterprises LLC' as the borrower, with a signature line that reads 'By: Eagle Partners Limited, Capacity'. A 'Clear Signature Block' button is visible in the top right of the main area.

- Enter the capacity description for the **Borrower Authorized Signer** in the *Capacity* field.

This screenshot shows the same 'Signature Block Overrides' interface. In this step, 'Eagle Partners Limited' has been moved to the main signature line, and the text now reads 'By: Eagle Partners Limited, Manager'. A red arrow points to the 'Manager' text in the 'Capacity' field. The 'Borrower Authorized Signer(s)' list on the left now only contains 'Jim Doe', 'Kathy Jones', and 'Soaring Corp'.

- Continue to drag and drop the **Borrower Authorized Signer(s)** until the signature block is in the desired format.

The screenshot shows the 'Signature Block Overrides' window. On the left, there is a list of 'Borrower Authorized Signer(s)' including Eagle Partners Limited, Jim Doe, Kathy Jones, and Soaring Corp. The main area displays the signature block configuration for 'Be Nice Enterprises LLC'. It includes fields for 'By: Eagle Partners Limited, Manager', 'By: Soaring Corp, Manager', 'By: Kathy Jones, Its: President', and 'By: Jim Doe, Its: Vice President'. There are buttons for 'Clear Signature Block', 'Show Debug', and 'Compliance Evaluation'.

- To indent a signing entity, highlight it and click on the *Right Indent* or *Left Indent* icon. The current maximum indent level is 7.

This screenshot is similar to the previous one, but with annotations. A red box highlights the 'Right Indent' and 'Left Indent' icons in the top right corner of the signature block configuration area. Another red box highlights the signature block for 'By: Kathy Jones, Its: President'.

- Continue to configure signature blocks for all remaining entities with the role of **Borrower**.



Note: If you configure a signature block for a Main Entity, any remaining Non-Individual Entities with that same role will require a signature block to be configured. This is indicated by a red asterisk to the left of the Entity Name.

- When you have completed your signature block configuration for all required entities, you may preview your documents.

By signing this Agreement, Borrower acknowledges reading, understanding, and agreeing to all its provisions and receipt hereof.

Be Nice Enterprises LLC
 By: Eagle Partners Limited, Manager
 By: Soaring Corp, Manager

By: Kathy Jones Date
 Its: President

By: Jim Doe Date
 Its: Vice President

Be Nice Partnership
 By: Eagle Partners Limited, Manager
 By: Soaring Corp, Manager

By: Jim Doe Date
 Its: Vice President

Be Nice Trust

By: Jim Doe Date
 Its: Trustee

By: Kathy Jones Date
 Its: Trustee

Configuring a Signing Agent Signature Block

An Individual Main Entity with a Signing Agent is supported in the Signature Block Override feature.

1. Click on an individual Main Entity. Entities that have been assigned the role of **Signing Agent** will appear in the **Signing Agent(s)** section.

The screenshot shows the 'Signature Block Overrides' section of the application. On the left, there are three main categories: 'Borrower', 'Guarantor', and 'Resolving Party Certifier'. Under 'Guarantor', a list of entities is shown: 'John Doe' (highlighted with a red box), 'Kathy Jones', and 'Kelly Jones'. Below this, under 'Signing Agent(s)', a list shows 'Josie Taylor' (also highlighted with a red box). On the right, there is a text area for 'John Doe' and a 'Clear Signature Block' button. At the bottom right, there are 'Show Debug' and 'Compliance Evaluation' buttons.

2. From the **Signing Agent(s)** list, drag the entity who will be signing on behalf of the **Guarantor**. The **Signing Agent** will automatically be indented directly underneath the **Guarantor** name.

This screenshot shows the same interface as the previous one, but with a red dashed arrow indicating a drag-and-drop action. The arrow starts from 'Josie Taylor' in the 'Signing Agent(s)' list and points to the text area under 'John Doe' in the 'Guarantor' section. The text area now contains 'Josie Taylor' followed by a 'Capacity' field and a 'Date' field. The 'John Doe' name remains above it. The 'Clear Signature Block' button is still present. The 'Show Debug' and 'Compliance Evaluation' buttons are at the bottom right.

3. Enter a capacity for the **Signing Agent** in the required *Capacity* field.

The screenshot shows the 'Signature Block Overrides' section of the Compliance Systems interface. On the left, there are dropdown menus for 'Borrower', 'Guarantor', 'Resolving Party Certifier', and 'Signing Agent(s)'. The 'Guarantor' dropdown is expanded, showing 'John Doe' selected. The 'Signing Agent(s)' dropdown shows 'Josie Taylor'. In the center, there is a text input field containing 'Josie Taylor, Attorney In Fact For John Doe' and a 'Date' field. A red arrow points to the text input field. To the right of the text input field is a 'Clear Signature Block' button. At the bottom right, there are 'Show Debug' and 'Compliance Evaluation' buttons.

4. When you have completed your signature block configuration for all required entities, you may preview your documents.

By signing this Guaranty, Guarantor acknowledges reading, understanding, and agreeing to all its provisions.

Josie Taylor, Attorney In Fact For John Doe Date

Resolving Party Certifier

Non-individual Resolving Party Certifier entities are supported in the Signature Block Override Feature.

1. Select on a non-individual **Resolving Party Certifier** from the list.

The screenshot shows the 'Signature Block Overrides' section of the software. On the left, there is a list of roles: Borrower, Guarantor, Resolving Party Certifier, and Resolving Party Certifier Authorized Signer(s). Under 'Resolving Party Certifier', the names 'Jim Doe', 'Kathy Jones', and 'ABC Corp' are listed. 'ABC Corp' is highlighted with a red box. To the right, the 'ABC Corp' entity is selected, and a large dashed box indicates the area for the signature block override. At the bottom, the 'Resolving Party Certifier Authorized Signer(s)' list shows 'Josie Taylor'.

2. The **Resolving Party Certifier Authorized Signer(s)** list will appear with a list of entities who have been assigned the role of **Resolving Party Certifier Authorized Signer**. Select the **Resolving Party Authorized Signer** and drag to the right of the screen directly underneath the **Resolving Party Certifier**.

This screenshot shows the same interface as the previous one, but with an additional step. A red dashed arrow points from 'Josie Taylor' in the 'Resolving Party Certifier Authorized Signer(s)' list to the 'By:' field in the signature block area. The 'By:' field now contains 'Josie Taylor', and the 'Its:' field contains 'Capacity'. The 'Date' field is also visible. The 'ABC Corp' entity remains selected as the Resolving Party Certifier.

- The selected **Resolving Party Certifier Authorized Signer** will automatically be indented directly underneath the **Resolving Party Certifier**. Enter a capacity description for the **Resolving Party Certifier Authorized Signer** in the *Capacity* field

The screenshot shows the 'Signature Block Overrides' section of the Compliance Systems interface. The 'Resolving Party Certifier' is set to 'Jim Doe' and the 'Resolving Party Certifier Authorized Signer(s)' is 'Josie Taylor'. The 'Capacity' field is set to 'Executive Vice President'. A red arrow points to the 'Capacity' field.

Note: If a signature block on one non-individual **Resolving Party Certifier** is configured, signature blocks must also be configured for any remaining non-individual **Resolving Party Certifiers**.

- When you have completed your signature block configuration for all required entities, you may preview your documents.

The screenshot shows a document preview with a signature block configuration. The 'By' field is 'Josie Taylor' and the 'Its' field is 'Executive Vice President'. The 'Date' field is empty. The document text includes a paragraph about electronic signatures and a statement of acknowledgment.

Deleting a Line

You may delete a signature row by highlighting the row and clicking the *Delete* icon.

Runtime - Loans

Compliance Evaluation Automatic On Demand

General Entities Collateral Switch to Runtime - Payment Calculations Resolutions (Be Nice Enterprises LLC) Resolutions (Be Nice Partnership) Resolutions (Soaring Corp)

Resolutions (Eagle Partners Limited) Underwriting Real Property Commercial Covenants Liabilities Additional Provisions Fees and Costs Loan Details

Application for D...: Be Nice Enterp..., Ford F150 Signature Block Overrides Miscellaneous UCC-1ad Financing State...: Be Nice Enterp..., test UCC-1 Financing Statement: Be Nice Enterp..., test

Signature Block Overrides

Borrower

Guarantor

Resolving Party Certifier

Jim Doe

Kathy Jones

ABC Corp

Resolving Party Certifier Authorized Signer(s)

Josie Taylor

ABC Corp

By: Josie Taylor Date

Its: Executive Vice President

Clear Signature Block

Show Debug Compliance Evaluation

Runtime - Loans

Compliance Evaluation Automatic On Demand

General Entities Collateral Switch to Runtime - Payment Calculations Resolutions (Be Nice Enterprises LLC) Resolutions (Be Nice Partnership) Resolutions (Soaring Corp)

Resolutions (Eagle Partners Limited) Underwriting Real Property Commercial Covenants Liabilities Additional Provisions Fees and Costs Loan Details

Application for D...: Be Nice Enterp..., Ford F150 Signature Block Overrides Miscellaneous UCC-1ad Financing State...: Be Nice Enterp..., test UCC-1 Financing Statement: Be Nice Enterp..., test

Signature Block Overrides

Borrower

Guarantor

Resolving Party Certifier

Jim Doe

Kathy Jones

ABC Corp

Resolving Party Certifier Authorized Signer(s)

Josie Taylor

Clear Signature Block

Show Debug Compliance Evaluation

Clearing the Signature Block

To delete an entire signature block, click on the *Clear Signature Block* icon.

The screenshot shows the 'Signature Block Overrides' section of a software interface. On the left, there are three main categories: 'Borrower', 'Guarantor', and 'Resolving Party Certifier'. Under 'Borrower', 'Be Nice Enterprises LLC' is selected. The main area displays signature details for 'Be Nice Enterprises LLC', including 'By: Eagle Partners Limited, Manager' and 'By: Soaring Corp, Manager'. There are also fields for 'By: Kathy Jones' and 'By: Jim Doe'. A red box highlights the 'Clear Signature Block' button in the top right corner of the main area. At the bottom right, there are buttons for 'Show Debug' and 'Compliance Evaluation'.

This screenshot shows the same 'Signature Block Overrides' interface, but the signature details for 'Be Nice Enterprises LLC' have been cleared. The main area now shows a large dashed box where the signature information was previously displayed. The 'Clear Signature Block' button is still visible in the top right corner. The left sidebar and bottom buttons remain the same.

Any configurations you make will be saved and available in subsequent sessions for this same loan.

Frequently Asked Questions

Q: If you don't configure a signature block for any of the entities, will the signature block default to what is linked on the Entities Panel?

A: Yes, the Signature Block Override is optional. If you do not configure a signature block for any of the entities in the transaction, it will default to the standard signature blocks generated from role assignment and links reflected on the **Entities** tab within Simplicity Runtime.

Q: What if you have 3 entities but you only need to configure one of them?

A: If you have 3 non-individual entities but only need to configure one of them, you must configure the remaining non-individual entities with the same role.

Q: What documents will use the configured signature blocks?

A: Any configured signature blocks will apply to all commercial lending documents that use the multi-depth signature functionality for the main entities of Borrower, Guarantor, Hypothecator and Resolving Party Certifier.

Q: Will it be in a certain library when it becomes available or will it be available to everyone?

A: Yes, the Signature Block Override feature will be available in document library versions 2020.359 and greater. It also requires Simplicity Runtime version 2.99 or greater.

Q: Will entities that are assigned the role of Borrower Authorized Signer in both the platform system and Runtime come through to the Signature Block Override tab?

A: Yes, any entity that is assigned the role of Borrower Authorized Signer will be displayed on the **Signature Block Override** tab under the Borrower Authorized Signer(s) section when an entity is selected.

Q: If I use the Signature Block Override feature, will any required linking on the Entities Panel be resolved?

A: No, you must still resolve any required linking on the **Entities** panel. This will be addressed in the next phase of development.

Q: Am I able to turn off the Signature Block Override functionality in Runtime?

A: Yes, you can hide the Signature Block Override tab in Simplicity Runtime.

Q: If I leverage the Signature Block Override and leave my session, will my changes be available in subsequent sessions

A: Any configurations you make will be saved and available in subsequent sessions for this same loan.

Q: Are there any known limitations I should keep in mind?

A: Yes, there are some known limitations outlined below. Compliance Systems is in the process of addressing these issues in an existing Change Record (CR-3913), with modifications to be available in a future release.

1. When an individual entity is assigned multiple roles (Main and Related), such as Guarantor, Resolving Party Authorized Signer and Resolving Party Certified Authorized Signer, and the **Signature Block Override** tab is invoked to use the individual entity as a Resolving Party Certified Authorized Signer, the Resolution document is not displaying the configured signature line.
2. Configuring a signature block does not resolve or clear any entity-related required linking.