



## How to Scan and Send Documents with Adobe Scan

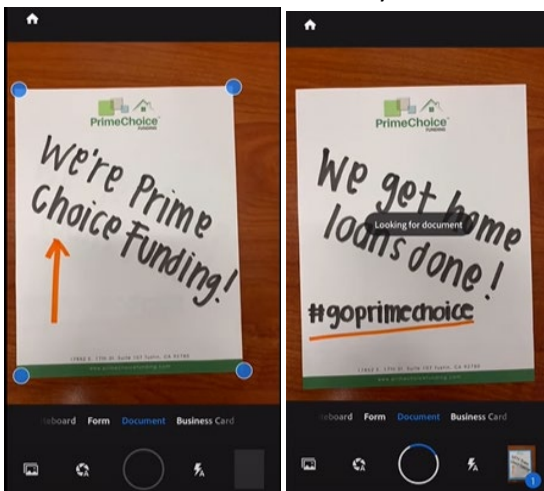
Adobe Scan can help you scan and send documents to your loan officer faster that are clearer and more legible than simply taking a picture with your smartphone. We will walk you through how to scan and send in just three easy steps.

You can watch the video tutorial here: <https://www.youtube.com/watch?v=8k5jJ-5tMnM>

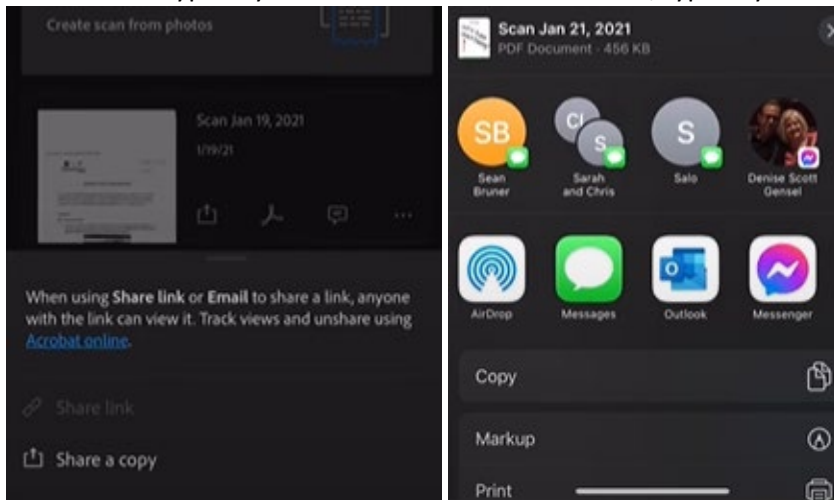
1. Install the **Adobe Scan** app through either the [Google Play on Android](#) or [App Store on iPhone](#), then set it up. Simple!



2. Open the app, then hover over the document(s) until it lines up; Adobe Scan will automatically snap a picture. You can do this multiple times for multi-page documents. Once complete, select “Continue” to save as a PDF. You can rename your document if you wish.



3. Click on the Share Link and select “Share a Copy.” Then select the email application you normally use to send emails. Type in your Loan Officer’s email address, type in your subject line, then press send.



That is it! Easy as 1, 2, 3. We hope you find this helpful in making your Home loan origination experience as seamless as possible. And we thank you for your business!