

When you have a contract or listing agreement to write for an LLC or Trust, this is how the Contact needs to be filled out in order to correctly populate your purchase/listing agreement AND your Authentisign signing.

The LEGAL NAME should be the name of the LLC or legal name of the Trust only, this is what will populate in the Owner/Buyer field.

The PREFERRED SIGNATURE should be as follows, LLC or TRUST NAME, by SIGNER NAME, TITLE – this is what will populate on the signature line and signature block of the Authentisign file.

The screenshot shows a web form titled "Edit transaction contact". At the top left is a red "Close" button, and at the top right is a blue "Save" button. Below the title, there are two tabs: "General" and "Address", with a question mark icon to the right. The "Type" dropdown menu is set to "Seller". A section titled "Contact" contains several input fields:

- Type \***: Seller
- First Name \***: John
- Middle Name**: P.
- Last Name \***: Smith
- Email**: JohnPSmith@gmail.com
- Legal Name**: 123 LLC
- Preferred Signature**: 123 LLC, by John P. Smith, Manager
- Preferred Initials**: JS

Each input field has a small blue icon with a white arrow pointing up in the bottom right corner. The email field is highlighted with a green border.