How do I request access to UCDH DocuSign?
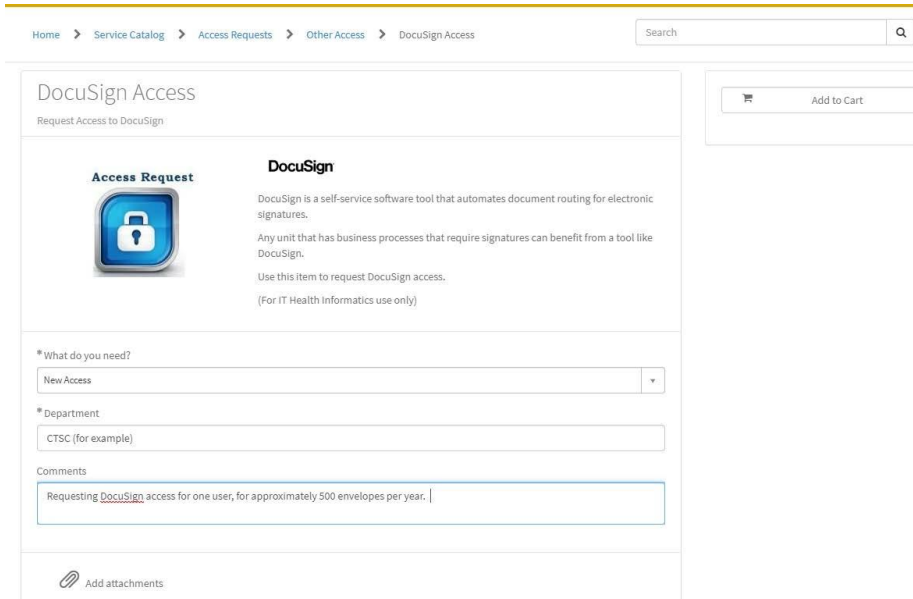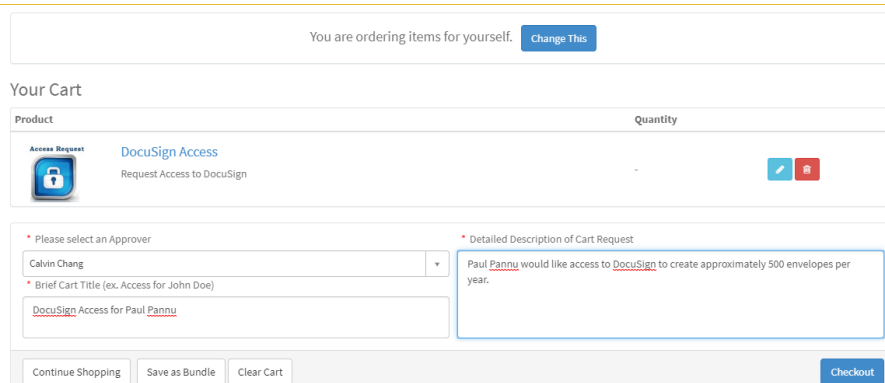
To request acces to UCDH DocuSign:

1. Go to the UCDH DocuSign request form: https://ucdh.service-now.com/itss?id=sc_cat_item&sys_id=d75f488fdb2f8850e613327e9d961918
2. Complete the form with your information and click **Add to Cart**

3. Click on **View Cart**
4. Complete the fields and click **Checkout**

UCDH will review your request and approve it. When your account gets approved you will recieve an email to activate your DocuSign account.