How to add a brand in DocuSign

Welcome

In this guide, we will learn to add your brand to DocuSign
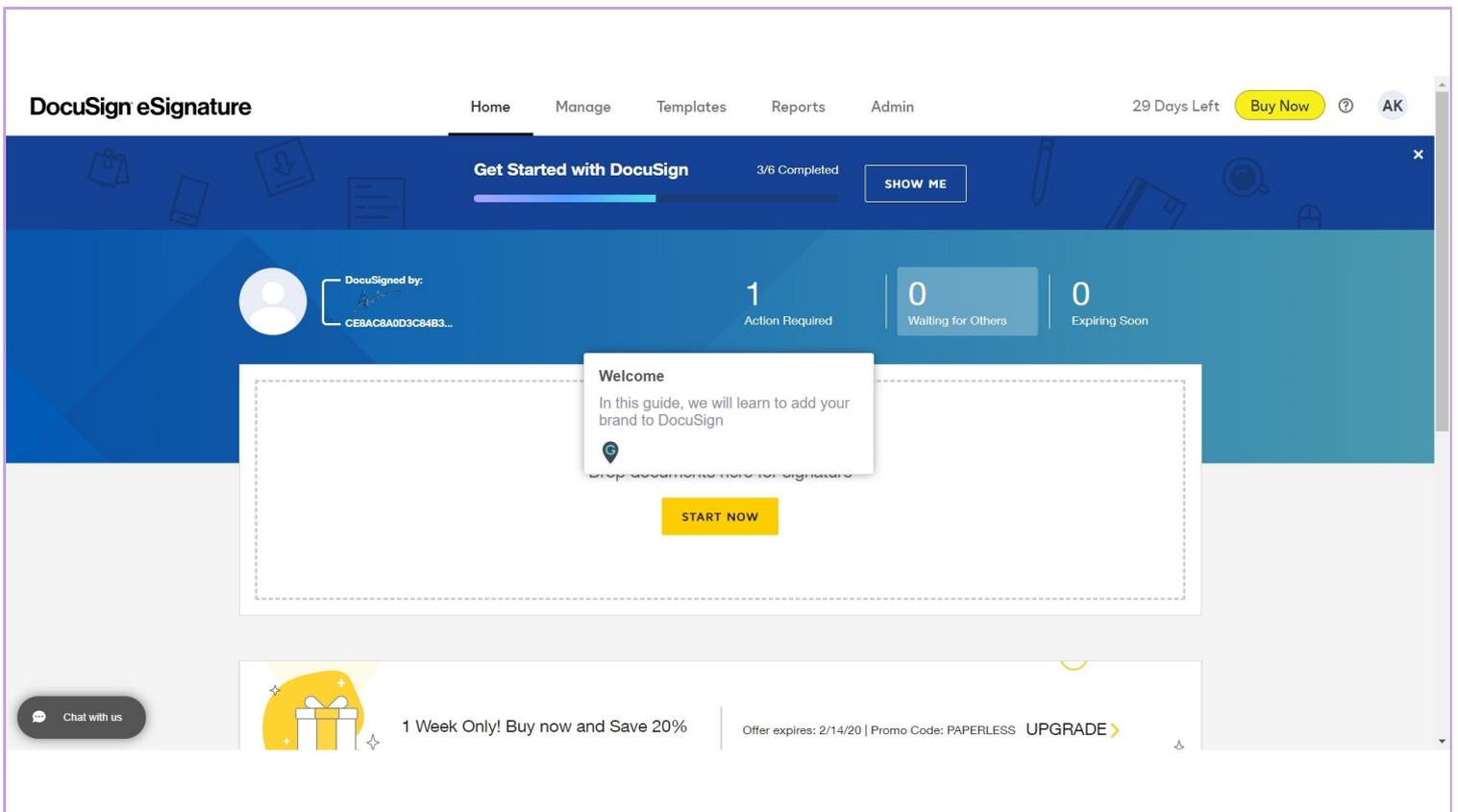
Click your account profile photo in the upper right

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Step: 03

Click on "My Preferences"
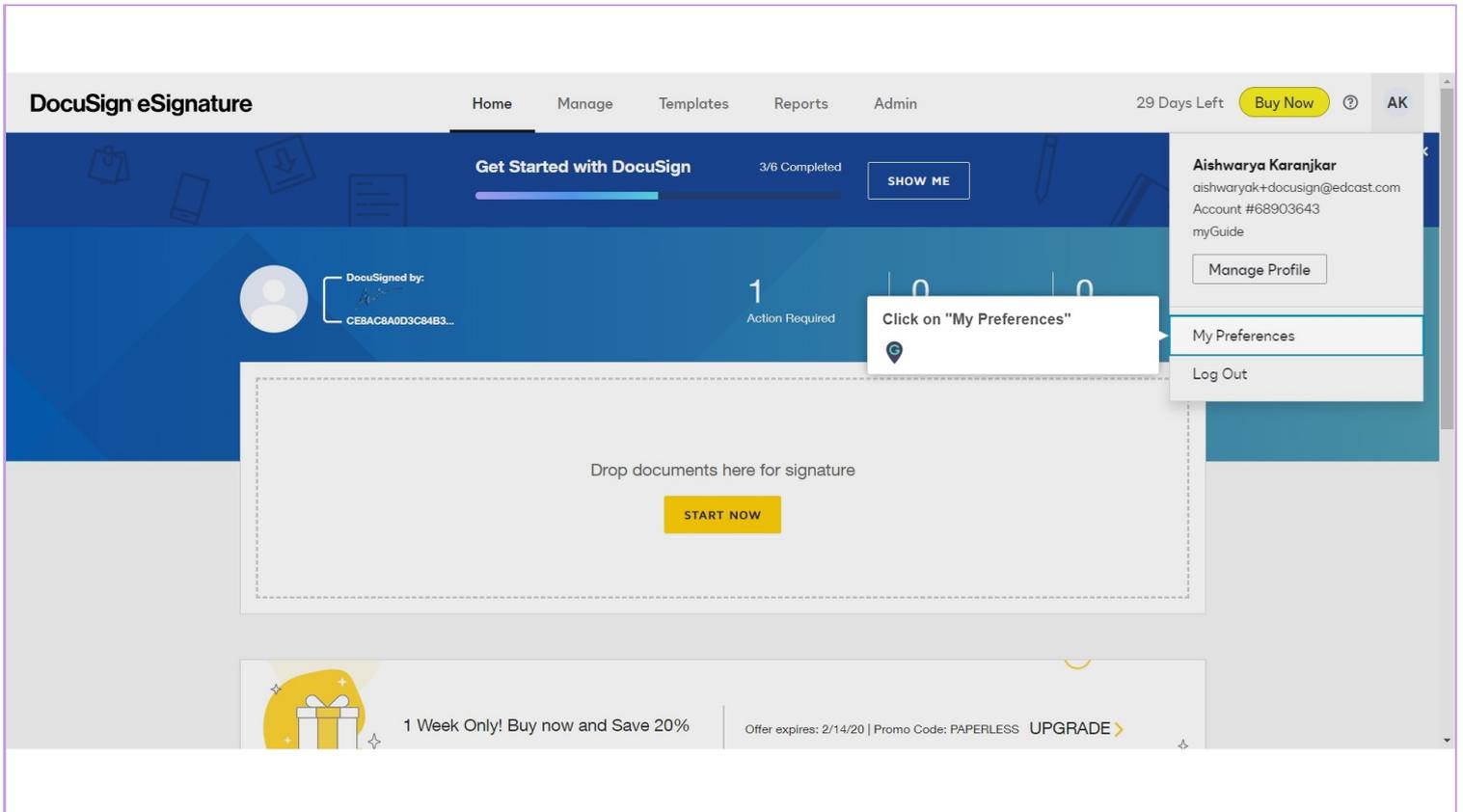
In your Personal Information preferences, scroll down to the Company Brand section and click ADD YOUR BRAND

Company and Job Title

Company

myGuide

Job Title

Company Brand

You can decide what your customers see. Add your logo and brand colors to emails and the signing experience.

ADD YOUR BRAND

In your Personal Information preferences, scroll down to the Company Brand section and click ADD YOUR BRAND

(optional)

City

Region/Province

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In the Add Your Branding view, you can see a preview of how the brand is applied and the controls to add a custom logo and specify colors
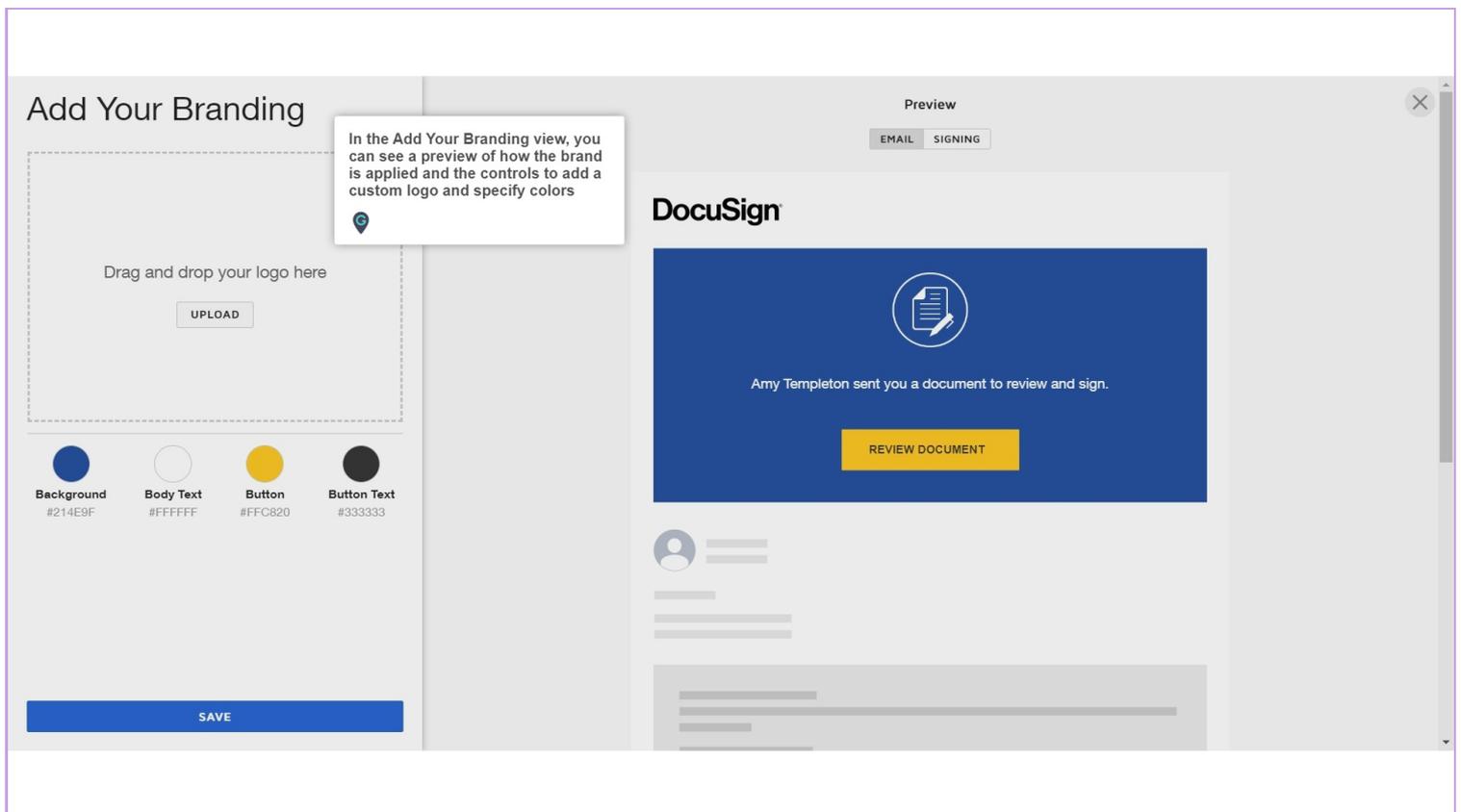
To add a logo, drag and drop your image file onto the upload space, or click UPLOAD and select your file

The previews update to reflect your custom logo

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To customize colors, click a color swatch you want to change, then you can:

1) Enter a hex value for the color in the field at the top 2) Move the color pickercircle over an area of your logo, then click to select that color

Click on "Save"

Add Your Branding

Delete

DocuSign

Background	Body Text	Button	Button Text
#214E9F	#FFFFFF	#FFC820	#333333

SAVE

Preview

EMAIL   SIGNING

DocuSign

Amy Templeton sent you a document to review and sign.

REVIEW DOCUMENT

Click on "Save"

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Thank You!

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