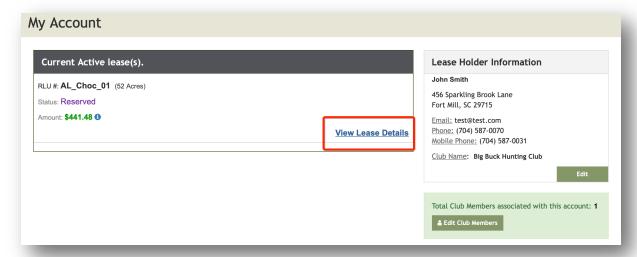
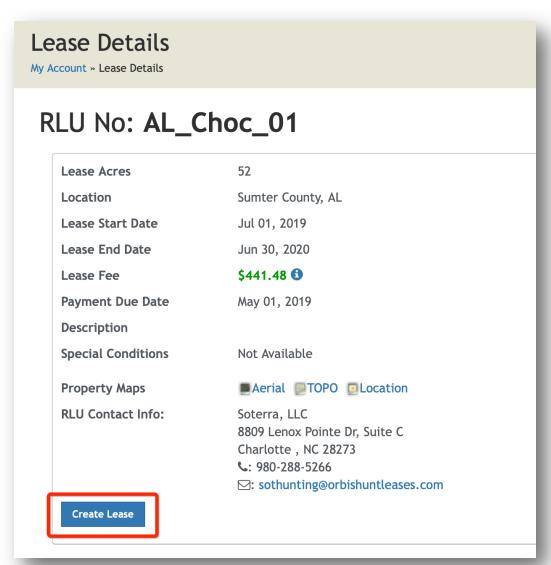
How to E-Sign Your Lease Agreement

1. Login to the website, arriving at the "My Account" page and click the "View Lease Details" link:

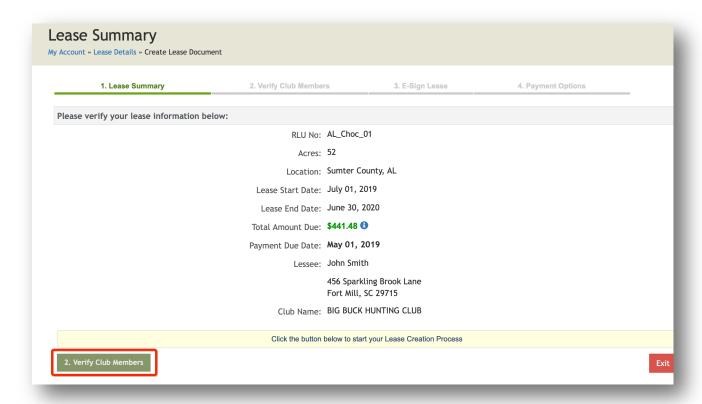


2. Click "Create Lease":

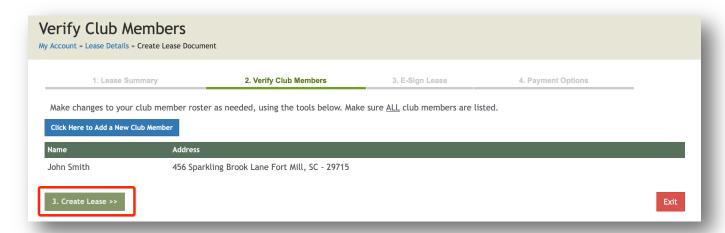


Be sure to carefully read the directions on each page to verify the information before e-signing the Lease Document. To proceed through the tabbed pages, click the button located at the bottom center of the screen. You can select the "Exit" button located at the bottom right of the screen to exit the wizard at any time.

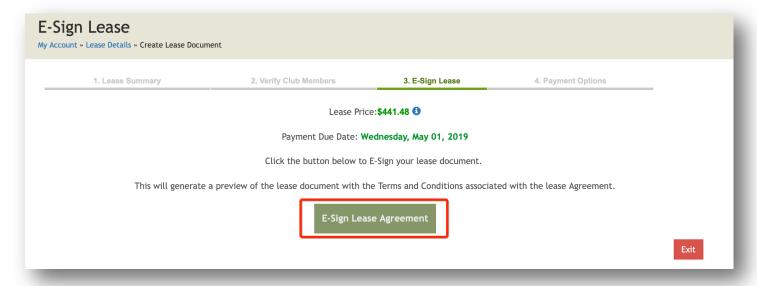
1. <u>Lease Summary</u>: Displays the reservation information for your club. Verify that the RLU number, price, payment due date, and the Lease start and end date are correct and click "Verify Club Members" to proceed to the next tab.



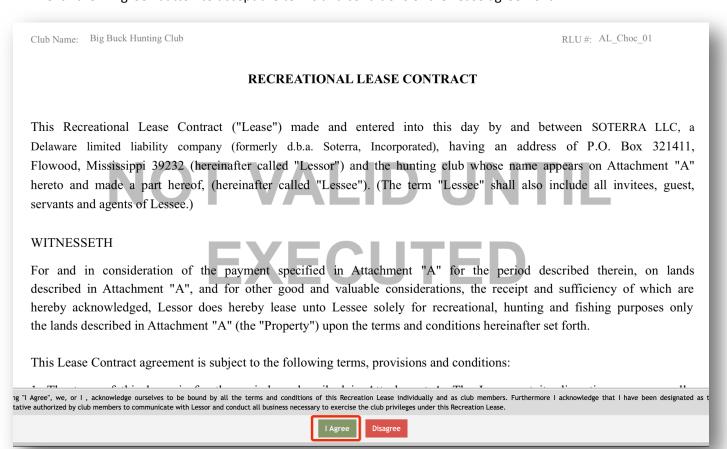
2. <u>Verify Club Members</u>: Displays your hunt club's information. It is very important that you make sure this page lists all of your club's members with their correct address, phone number, and email address. Click "Create Lease" to proceed to the next tab.



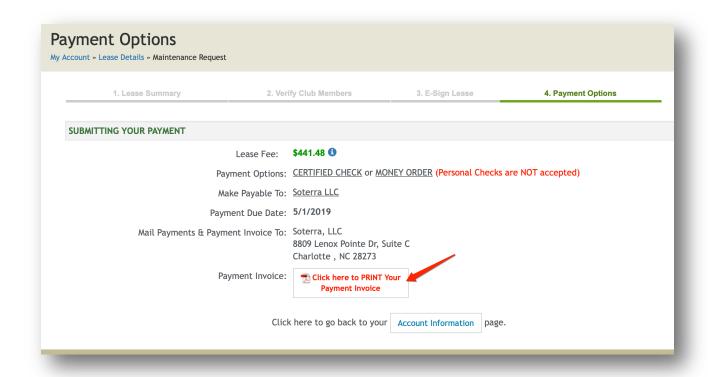
3. <u>Create Lease:</u> Allows you to e-sign your Lease document. When you are sure that all of the reservation information is correct, click "E-Sign Lease Agreement".



Click the" I Agree" button to accept the terms and conditions of the Lease agreement.



4. Payment Options: Mail a Check or Money Order to the address listed in the "Payment Invoice" PDF document.



After the Lease document and payment you submit are received and approved, you will receive an email informing you that your Lease has been "Executed". Nothing will be mailed back to you, so please access your account for a copy of your Lease agreement.