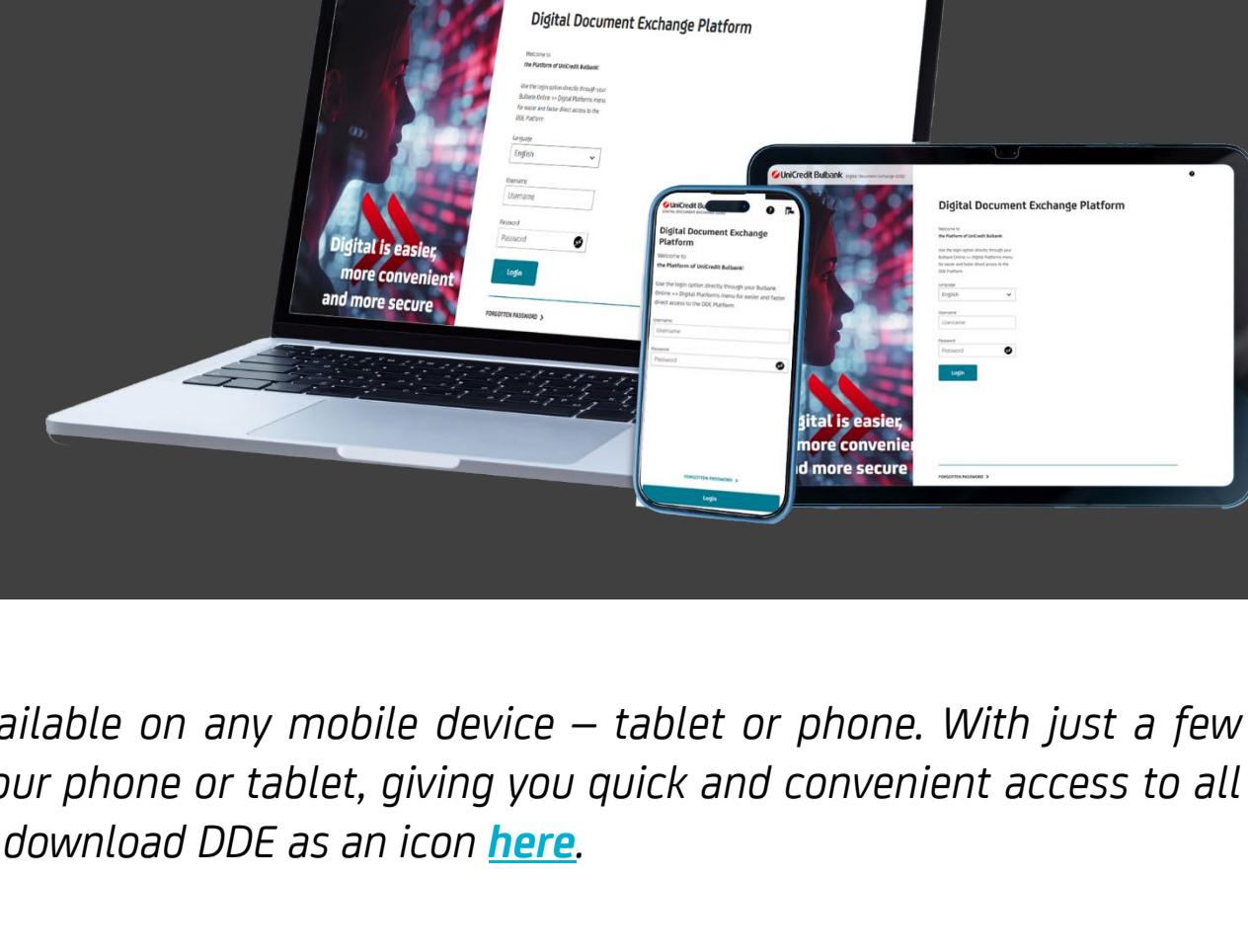
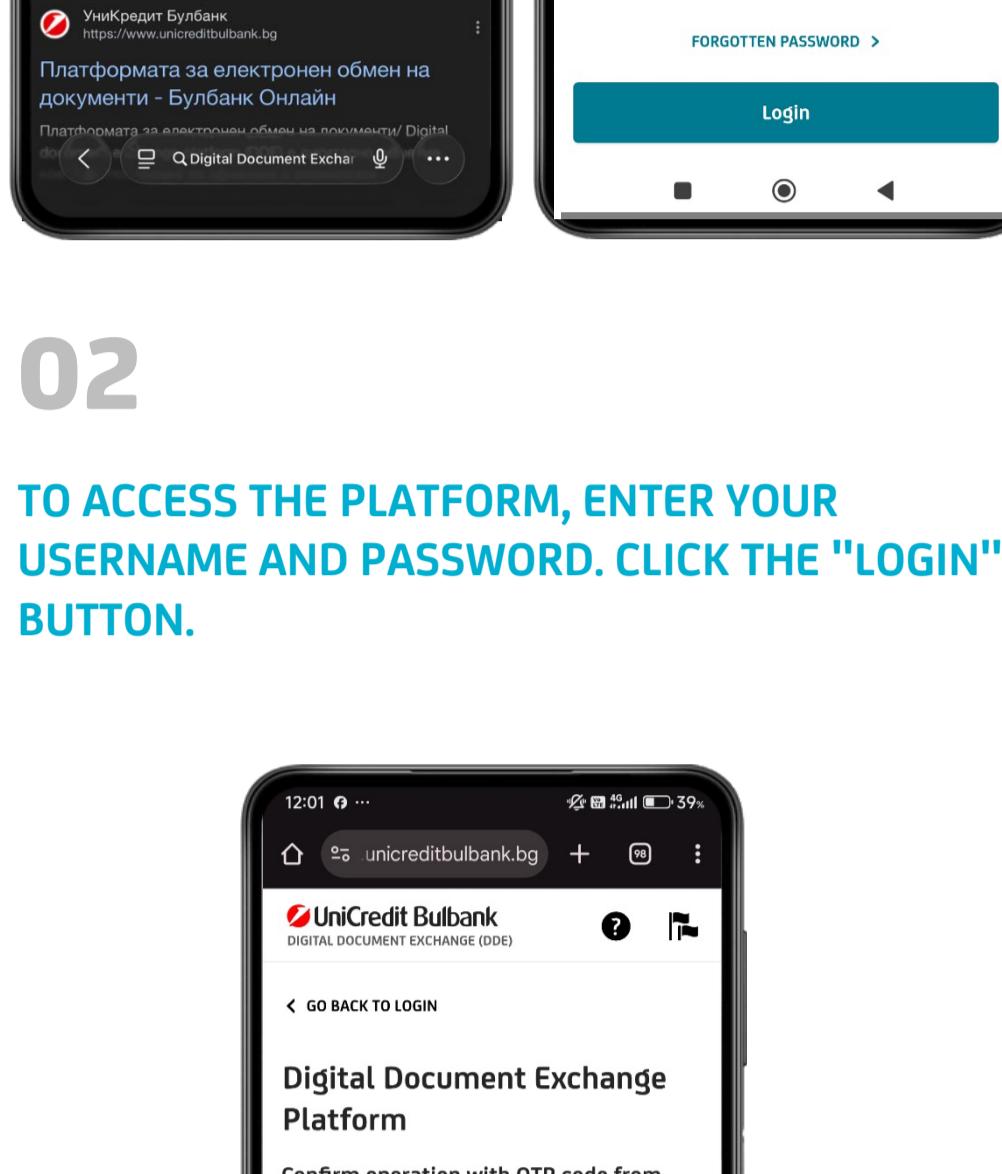


INSTRUCTION ACCESS AND SIGNING VIA MOBILE DEVICE

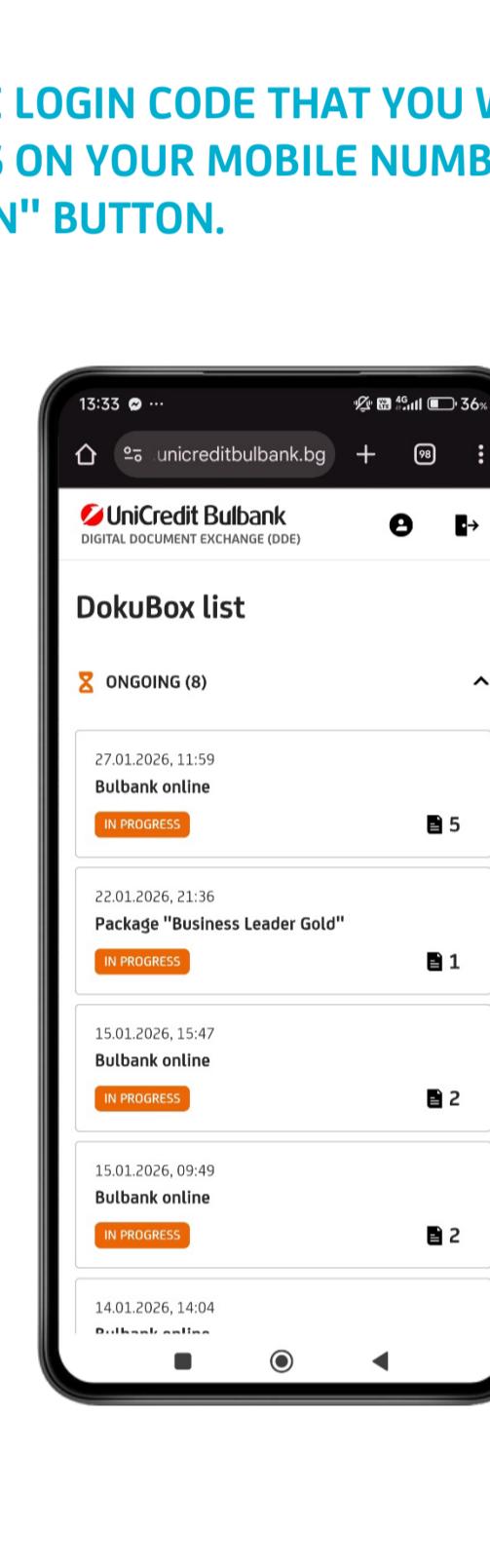


UniCredit Bulbank's DEE platform is now available on any mobile device – tablet or phone. With just a few simple steps, you can add the DDE icon to your phone or tablet, giving you quick and convenient access to all features, similar to a mobile app. See how to download DDE as an icon [here](#).



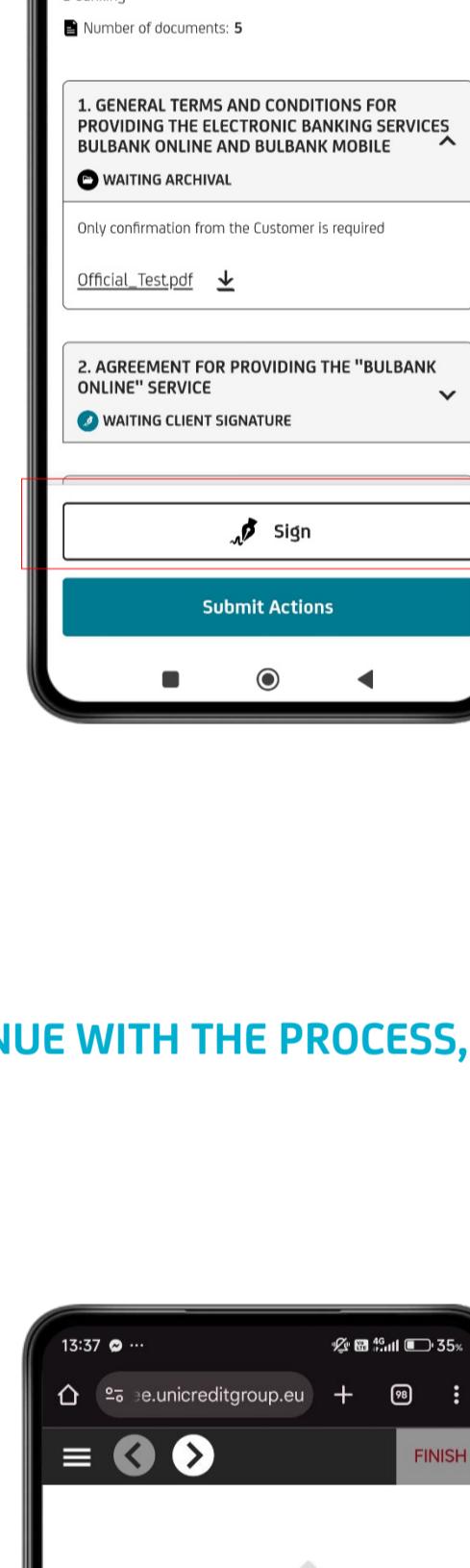
01

OPEN FROM THE ICON OR VIA YOUR MOBILE PHONE BROWSER -> TYPE "Digital Document Exchange" -> OPEN THE WEBSITE [HTTPS://DDE.UNICREDITBULBANK.BG](https://dde.unicreditbulbank.bg) OR ENTER THE ADDRESS OF THE PAGE DIRECTLY. THE PAGE OPENS AS SHOWN ON THE SCREEN.



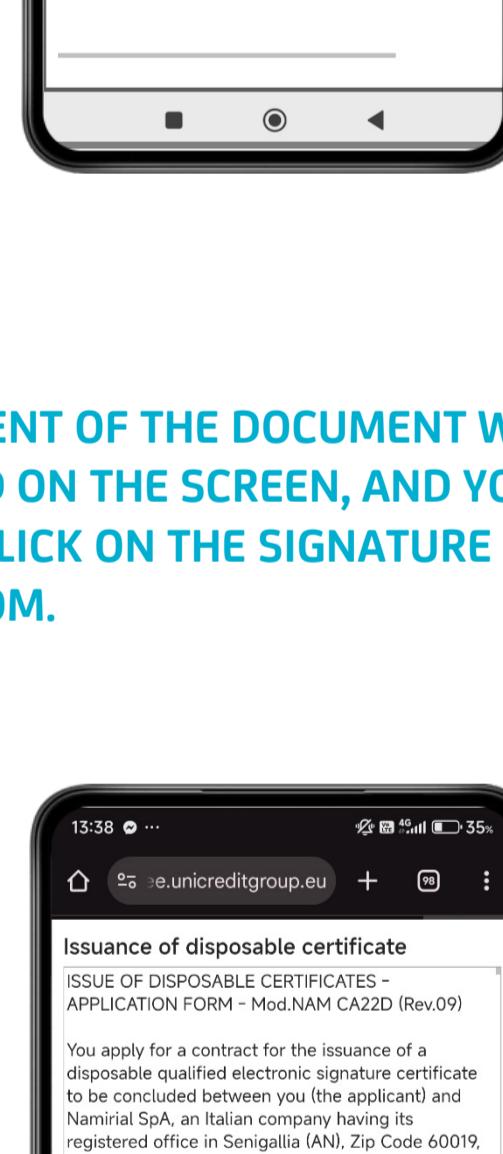
02

TO ACCESS THE PLATFORM, ENTER YOUR USERNAME AND PASSWORD. CLICK THE "LOGIN" BUTTON.



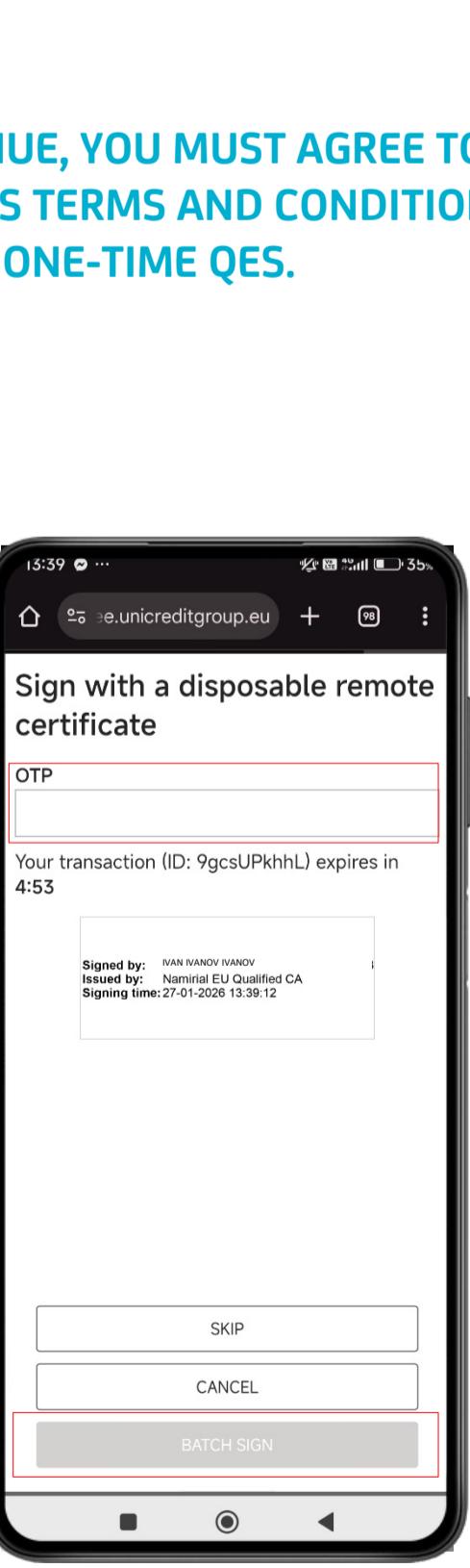
03

ENTER THE LOGIN CODE THAT YOU WILL RECEIVE AS AN SMS ON YOUR MOBILE NUMBER. PRESS THE "LOGIN" BUTTON.



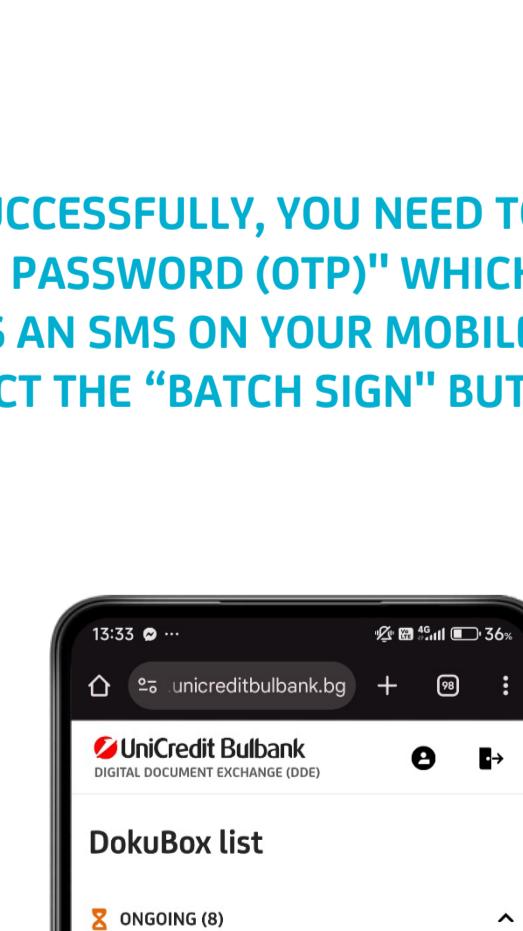
04

ACCESS YOUR PROFILE, WHERE AT THE TOP YOU WILL SEE THE DOKUBOXES SENT TO YOU IN THE "IN PROGRESS" STATUS.



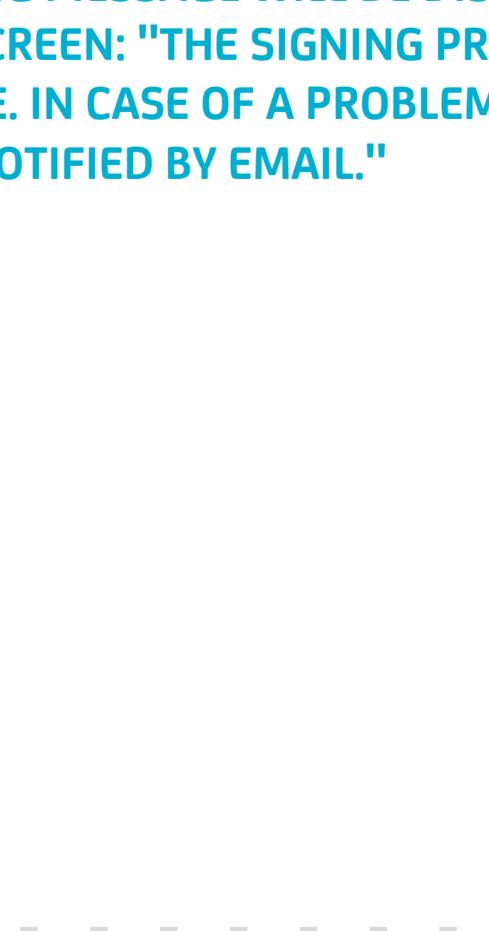
05

SELECT DOXUBOX TO VIEW ALL DOCUMENTS AVAILABLE IN IT. TO START THE SIGNING PROCESS WITH A SINGLE DIGITAL SIGNATURE, SELECT THE "SIGN" BUTTON.



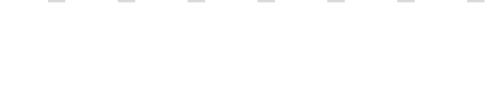
06

TO CONTINUE WITH THE PROCESS, CLICK "OK."



07

THE CONTENT OF THE DOCUMENT WILL BE DISPLAYED ON THE SCREEN, AND YOU WILL NEED TO CLICK ON THE SIGNATURE FIELD AT THE BOTTOM.



10

AFTER SUCCESSFULLY SIGNING, YOU WILL BE REDIRECTED TO THE DOKUBOX LIST, AND THE FOLLOWING MESSAGE WILL BE DISPLAYED ON THE SCREEN: "THE SIGNING PROCESS IS COMPLETE. IN CASE OF A PROBLEM, YOU WILL BE NOTIFIED BY EMAIL."

09

TO SIGN SUCCESSFULLY, YOU NEED TO ENTER A "ONE-TIME PASSWORD (OTP)" WHICH YOU WILL RECEIVE AS AN SMS ON YOUR MOBILE NUMBER. THEN SELECT THE "BATCH SIGN" BUTTON.

