**Adding Additional Signature pages:**

1. Open the PCF you want to add to.
2. Click **Review** on the top of the screen.
3. Click the **Restrict Editing** button on the far right and a column will appear on the right
4. Click the **Stop Protection** button at the bottom of the column
5. Go the page 5, the current Add’l signatures page
6. Click to the left of **PCF** at the top left
7. Scroll down to the bottom and **while holding down the Shift key** click on the left side on the blank line right under **Required for other individuals** and the entire page will be highlighted in blue (including a blank line at the very bottom).
8. Holding down the **Ctrl** key, hit **c** to copy**.**
9. Holding down the **Ctrl** key, hit **End** to move to the end of the page**.**
10. Holding down the **Ctrl** key, hit the **Return** key to insert a new page**.**
11. Holding down the **Ctrl** key, hit **v** to paste**.**
12. Hit the **Backspace** key 3 times to remove the extra page(s)
13. Click the **Yes, Start Enforcing Protection** button on the right side of the screen.
14. When the dialog box opens just hit **OK**
15. Save your document.