

# Introduction:

- **Technology to make our lives easier.....**
  - Each meeting short feature on technology / software / apps used in property businesses, by someone in the SPE community
  - Brief introduction & explanation
  - Future Sessions:
    - Accounting package
    - Inventory software
  - Digital document signage and storage



## Who are we?

- Carol & Paul Watson
- Accidental Landlords since 1994
- Started 'investing' 1998
- Corporate backgrounds, full time in property from 2014
- Joined a franchise to teach us HMO investing & management in 2014
- 3 BTL – 2 maisonettes, 1 Grade 2 listed cottage
- 5 HMO's

# We were classic accidental landlords

- 3 x 2 bed maisonettes in West Ewell, Surrey.
- Rented as single occupancy







New Haw



Woking



Byfleet



Addlestone



33 Housemates

Reviews 12 • Excellent



4.4 ⓘ



Woking



# During Lockdown



- Upto March 2020 paper based contracts
- Needed way to send and have contracts signed without face to face contact.
- Want a way to systemise our business for the future
- Main options are: Signable or DocuSign.
- Others: Yotisign

# How easy is it to set up?

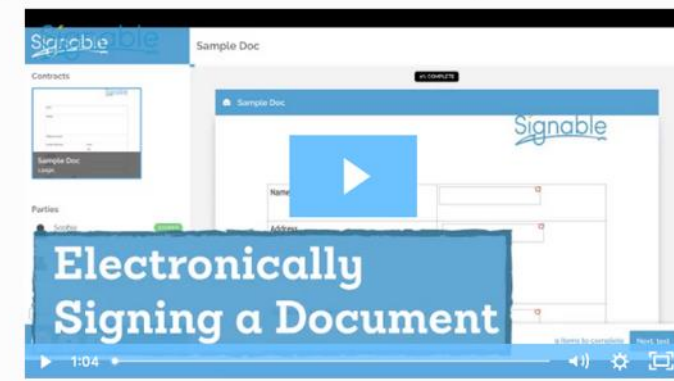
- Very.....
- Signable webportal has lots of video tutorials
- 14 Day Free trial (Fully functioning)
- Online help facility is good
- We sent ourselves the contracts and documents to understand client experience
- .....Just tried it!



Sending a document electronically



Signing a document electronically



**BLACK PANTHER**  
— PROPERTY —

# Here is our dashboard..

The screenshot shows the Signable dashboard for Carol Watson. The interface includes a sidebar with navigation links: Dashboard, Library, Templates, Contacts, Custom Branding, Users & Teams, My Profile, Company Profile, and Help & Support. The main content area displays a 'Dashboard' header with the subtitle 'Your recent activity'. Below this, there's a date range selector set to '23/03/2020 - 09/08/2020' and a 'Send Envelope' button. A summary section shows four status boxes: 'In Progress' (6), 'Signed' (49), 'Cancelled' (4), and 'Expired' (0). The 'Signed' box is highlighted with a white arrow. Below the summary, there are three document cards, each with a thumbnail, title, creation date, and a list of signers. The first card is 'How\_to\_Rent\_v4', created last Tuesday at 15:49, signed by Matt Reed. The second card is 'DPS', created 02/08/2020, signed by Carol Watson and Jake Harvey. The third card is 'DPS Helen Ley', created 31/07/2020, signed by Carol Watson and Helen Ley. Each card has a 'Download' button. On the right side, there's an 'Envelope Usage' section showing 'Your Plan: Pay As You Go' and '37 Credits Remaining', with buttons for 'Add Credits' and 'Upgrade Plan'. Below that is a 'Help & Support' section with text about getting help and a LiveChat icon at the bottom right.

Signable

Dashboard

Your recent activity

Carol Watson CW

23/03/2020 - 09/08/2020

Send Envelope

6 In Progress

49 Signed

4 Cancelled

0 Expired

How\_to\_Rent\_v4

Created Last Tuesday at 15:49

Download

Signed

✓ Matt Reed

Signed the envelope Last Tuesday at 16:29.

DPS

Created 02/08/2020

Download

Signed

✓ Carol Watson

Signed the envelope 02/08/2020.

✓ Jake Harvey

Signed the envelope Last Monday at 20:53.

DPS Helen Ley

Created 31/07/2020

Download

Signed

✓ Carol Watson

Signed the envelope 31/07/2020.

✓ Helen Ley

Signed the envelope 31/07/2020.

Envelope Usage

Your Plan: Pay As You Go

37 Credits Remaining

Add Credits

Upgrade Plan

Help & Support

If you need any help using the app, or have any questions, take a look at our dedicated [help pages](#).

Alternatively, you can talk to one of our fantastic customer success champions via the LiveChat tab at the bottom of the screen.

Send Envelope



# One place for regularly used documents..

The image displays a collage of various document templates available on the Signable platform. The templates are organized into a grid, showing different document types and their layouts. The Signable interface is visible in the background, showing a sidebar with navigation options like Dashboard, Library, Templates, Contacts, Custom Branding, Users & Teams, My Profile, Company Profile, and Help & Support. The main area displays a list of templates, each with a thumbnail image and a title. The templates include:

- How to Rent**: A checklist for renting in England.
- Electrical Installation Condition Report**: A form for reporting on the condition of electrical installations.
- House Rules & Guidelines**: A document for setting rules for tenants.
- Energy Performance Certificate (EPC)**: A document for rating the energy efficiency of a property.
- Landlord Homeowner Gas Safety Record**: A document for recording gas safety checks.

The Signable interface shows a user named Carol Watson (CW) and a list of templates. The templates are displayed in a grid, with each template having a thumbnail image and a title. The templates include:

- How to Rent**: A checklist for renting in England.
- Electrical Installation Condition Report**: A form for reporting on the condition of electrical installations.
- House Rules & Guidelines**: A document for setting rules for tenants.
- Energy Performance Certificate (EPC)**: A document for rating the energy efficiency of a property.
- Landlord Homeowner Gas Safety Record**: A document for recording gas safety checks.



# All client documents in one place..

The screenshot displays the Signable web application interface. The browser address bar shows the URL <https://signable.app/library/page/1>. The left sidebar contains navigation links: Dashboard, Library, Templates, Contacts, Custom Branding, Users & Teams, My Profile, Company Profile, and Help & Support. The main content area is titled 'Library' with the subtitle 'Manage your envelopes'. A search bar at the top of the main area contains the text 'james campbell'. Below the search bar, three document envelopes are listed, each with a thumbnail, title, creation date, download and remove buttons, and a list of signatories with their signatures and dates.

Document Title	Created	Signatories
DPS James Campbell	29/07/2020	Carol Watson (Signed 29/07/2020), James Campbell (Signed 29/07/2020)
AST James Campbell	20/07/2020	James Campbell (Signed 20/07/2020), Carol Watson (Signed 29/07/2020)
James Campbell rent Guarantor	16/07/2020	Bruce Campbell (Signed 17/07/2020), Marc Traylor (Signed 17/07/2020)

At the bottom of the sidebar is a button labeled 'Send Envelope'. On the right side of the interface, there are two informational boxes: 'What is this?' explaining the library's purpose and 'Help & Support' providing contact information for assistance.

# How to create an envelope - 1

The screenshot shows the Signable dashboard interface. The browser address bar displays 'https://signable.app'. The dashboard header includes the Signable logo, the title 'Dashboard', the subtitle 'Your recent activity', and the user profile 'Carol Watson' with a dropdown arrow and initials 'CW'. A left sidebar contains navigation links: Dashboard, Library, Templates, Contacts, Custom Branding, Users & Teams, My Profile, Company Profile, and Help & Support. The main content area features a date range selector '23/03/2020 - 09/08/2020' and four status cards: 'In Progress' (6), 'Signed' (49), 'Cancelled' (4), and 'Expired' (0). A red box highlights a 'Send Envelope' button in the top right of the main area. Below the cards, three document envelopes are listed: 'How\_to\_Rent\_v4' (Signed by Matt Reed), 'DPS' (Signed by Carol Watson and Jake Harvey), and 'DPS Helen Ley' (Signed by Carol Watson and Helen Ley). Each envelope includes a thumbnail, title, creation date, and a 'Download' button. On the right, the 'Envelope Usage' section shows 'Your Plan: Pay As You Go' and '37 Credits Remaining', with buttons for 'Add Credits' and 'Upgrade Plan'. A 'Help & Support' section provides guidance on using the app. A 'Send Envelope' button is also located at the bottom of the left sidebar.

Dashboard - Signable

https://signable.app

Signable

Dashboard

Your recent activity

Carol Watson CW

23/03/2020 - 09/08/2020

6 In Progress

49 Signed

4 Cancelled

0 Expired

Send Envelope

Envelope Usage

Your Plan: Pay As You Go

37 Credits Remaining

Add Credits

Upgrade Plan

Help & Support

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How\_to\_Rent\_v4

Created Last Tuesday at 15:49

Download

Signed

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DPS

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DPS Helen Ley

Created 31/07/2020

Download

Signed

✓ Carol Watson

Signed the envelope 31/07/2020.

✓ Helen Ley

Signed the envelope 31/07/2020.

Send Envelope

# How to create an envelope - 2

Signable

Dashboard

Library

Templates

Contacts

Custom Branding

Users & Teams

My Profile

Company Profile

Help & Support

New Envelope

Create and send out a new envelope

Carol Watson CW

1. Select your documents

Search Templates

How\_to\_Rent\_v4

20th July 2020 16:21

EICR\_Rickman Cres

20th July 2020 16:20

EICR\_Jasmine Close

20th July 2020 16:19

EICR\_Jasmine Close

20th July 2020 16:19

Previous

1 of 3

Next

1

2

3

Click here or drag a file to upload...

Next Step



# How to create an envelope - 3

Signable

Dashboard

Library

Templates

Contacts

Custom Branding

Users & Teams

My Profile

Company Profile

Help & Support

New Envelope

Create and send out a new envelope

Carol Watson CW

1. Your selected documents

13 pages

HOW TO... RENT

The checklist for renting in England

How\_to\_Rent\_v4

6 pages

ELECTRICAL INSTALLATION CONDITION REPORT

5 YEAR FIXED RATE TEST

EICR\_Rickman Cres

2. Select your parties

Party #1

Party #1 | Add myself as a party

Party Name

Party Email

Receives copy only:

Templates:

1

2

3

EICR\_Rickman Cres

No Party



# How to create an envelope - 4

Signable

Envelope Update

Add and remove fields/parties

Carol Watson

CW

Dashboard

Library

Templates

Contacts

Custom Branding

Users & Teams

My Profile

Company Profile

Help & Support

Sales Nav\_July 2020

Send Now

Receipt | LinkedIn

https://www.linkedin.com/payments/receipt/5501400303?printR...

LinkedIn

LinkedIn Ireland Unlimited Company  
Gardner House, Wilton Plaza,  
Dublin 2, Ireland

VAT: IE9740425P

Billed to:

Paul Watson

Date:

7/20/2020

Method:

Visa \*\*\*\*0015

Receipt #:

1256339863

Invoice #:

5501400303

Carol Watson #1 - signature

Item	Description	Rate	Quantity	Price
1	Sales Navigator Professional Subscription renewal (Monthly) From July 20, 2020 to August 20, 2020	£58.32	1	£58.32

Subtotal:

£58.32

VAT: 20%

£11.66

Invoice:

£69.98

Payment:

£69.98

Balance:

£0.00

1. You'll pay £69.98 each month (tax included) until you cancel. [Learn how](#). Prices may change

2. You may be required to account for VAT under the reverse charge procedure according to the local VAT rules in your country.



# Benefits vs Traditional Paper

- Saves time printing and filing
- Saves physical storage of files – now all in the cloud.
- No cost to print contracts
- Easier for clients who increasingly are using mobile devices ‘On the go’
- It has cut the check-in time dramatically.
- Enabled systemisation, so now someone else can do contracts for us if needed.





# What is the cost?

Your Plan: Pay As You Go

37

Credits Remaining

[+ Add Credits](#)

## Corporate Monthly 2020

750 envelopes per month

Unlimited Templates

API Access

Branded Emails & Signing Page

Teams & Permissions

IP Allowlist

£199.00 per month

[Switch](#)

## Large Business Monthly 2020

400 envelopes per month

Unlimited Templates

API Access

Branded Emails & Signing Page

Teams & Permissions

IP Allowlist

£119.00 per month

[Switch](#)

## Medium Business Monthly 2020

150 envelopes per month

Unlimited Templates

API Access

Branded Emails & Signing Page

Teams & Permissions

£49.00 per month

[Switch](#)

## Small Business Monthly 2020

50 envelopes per month

Unlimited Templates

API Access

Branded Emails & Signing Page

£21.00 per month

[Switch](#)

Showing ☒ monthly plans.

Need more envelopes? [Let's talk.](#)

Pay As You Go. No Frills. £1 per envelope.

# We use 3 or 4 envelopes per client

- Envelope 1
  - How to rent guide
  - Draft AST
  - Receipt of Holding Deposit
  - Data Protection Form
  - Draft AST rental Contract
- Envelope 2(If needed)
  - Guarantor form
- Envelope 3
  - Landlord Gas Safe certificate
  - EPC
  - EICR
  - AST
- Envelope 4
  - DPS Prescribed Information
  - House / Room Inventory

# Any Questions ?

