

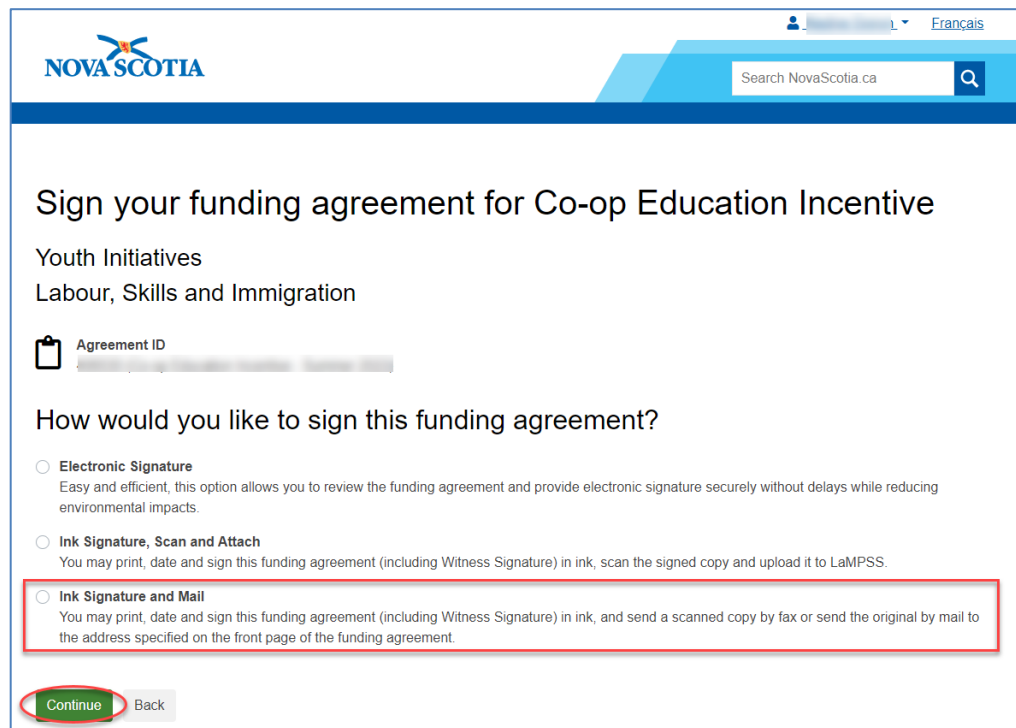
Once an agreement is approved, signatures are required for the funding agreement. If you are a legal signing officer for the agreement, you will be provided an Invitation to Sign email which will contain a link unique to each signing officer. The link will allow you to view and sign the funding agreement.

You will receive an Invitation to Sign (via email) if you are either a LaMPSS user or an individual who is a contact for the Organization. You can view and sign the funding agreement via LaMPSS Online or through the Nova Scotia Login System.

### Download an Agreement and Provide a Scanned Signature

When you login with your invitation link, either via LaMPSS or NSLS, you are directed to the landing page for signing your funding agreement. You received this email since the agreement is now approved, and it is ready for signatures. Click [Start now →](#) to proceed.

Program areas determine what signing options are available to organizations, you may see up to three different options. If you wish to provide an Ink Signature then Mail the funding agreement, select that option and click Continue.



The screenshot shows a web page for signing a funding agreement. At the top, there is a Nova Scotia logo and a search bar. The main heading is "Sign your funding agreement for Co-op Education Incentive". Below this, it lists "Youth Initiatives" and "Labour, Skills and Immigration". There is a section for "Agreement ID" with a blurred value. The question "How would you like to sign this funding agreement?" is followed by three radio button options: "Electronic Signature", "Ink Signature, Scan and Attach", and "Ink Signature and Mail". The "Ink Signature and Mail" option is selected and highlighted with a red box. Below the options are "Continue" and "Back" buttons. The "Continue" button is highlighted with a red circle.

After you select Continue, you will be navigated to the LaMPSS Online page to view the funding agreement. You are required to print, date, and sign the agreement. If you have more than one legal signing officer for your organization on this agreement, only one legal signing officer will either sent a scanned copy by fax or send the original contract by mail to the address specified on the front page of the funding agreement.

**NOVA SCOTIA**

Search NovaScotia.ca

## Sign your funding agreement for Co-op Education Incentive

Youth Initiatives  
Labour, Skills and Immigration

Agreement ID  
406530 (Co-op Education Incentive - Summer 2022)

### Ink Signature and Mail

**i** You may print, date and sign this funding agreement (including Witness Signature) in ink, and send a scanned copy by fax or send the original by mail to the address specified on the front page of the funding agreement.

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**NOVA SCOTIA**  
Labour, Skills and Immigration  
Youth Initiatives

Co-op Education Incentive  
Agreement ID: [REDACTED]

## Co-op Education Incentive

**BETWEEN:**

Labour, Skills and Immigration - Youth Initiatives  
(hereinafter referred to as the PROVINCE)

**AND:**

**RE:**

**EMPLOYER:**

**PROVINCE:**

<b>Name:</b>	[REDACTED]	<b>Department:</b>	Labour, Skills and Immigration
<b>Mailing Address:</b>	[REDACTED]	<b>Division:</b>	Youth Initiatives
<b>Civic Address:</b>	[REDACTED]	<b>Office Location:</b>	[REDACTED]
		<b>Mailing Address:</b>	[REDACTED]

[Submit](#) [Download PDF](#) [Back](#)

Click on 'Download PDF' at the bottom of the page to print off the funding agreement and then click 'Submit'

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## Sign your funding agreement for Co-op Education Incentive

Youth Initiatives  
Labour, Skills and Immigration

Agreement ID [redacted]

**✓ Signatures for this funding agreement have been submitted!**

Signatures will be reviewed by the Agreement Manager. Your funding agreement will be ready once all required signatures have been verified.

[View agreement](#) [Logout](#)

[← Change how this funding agreement is signed](#)

The following message will advise that Signatures will be reviewed by the Agreement Manager once all required signatures have been verified.

If you wish to sign the agreement another way, you can click on 'Change how this funding agreement is signed' to select another option. You will navigate back to the selection page detailing how you want to sign the funding agreement. To change your previous selection, select a new option and click 'Continue' if not select 'Back'.

## Sign your funding agreement for Co-op Education Incentive

Youth Initiatives  
Labour, Skills and Immigration

Agreement ID [redacted]

### How would you like to sign this funding agreement?

**• The Ink Signature and Mail option has been selected by the Organization.**

- Electronic Signature**  
Easy and efficient, this option allows you to review the funding agreement and provide electronic signature securely without delays while reducing environmental impacts.
- Ink Signature, Scan and Attach**  
You may print, date and sign this funding agreement (including Witness Signature) in ink, scan the signed copy and upload it to LaMPSS.
- Ink Signature and Mail**  
You may print, date and sign this funding agreement (including Witness Signature) in ink, and send a scanned copy by fax or send the original by mail to the address specified on the front page of the funding agreement.

[Continue](#) [Back](#)

If you decide to change your previous signature option, you will receive the following warning message. If you decide to proceed, click OK, to continue with changing the signature option.

