CLAIMS

1. A method comprising:

allowing a recipient to view an electronic document, if the document includes an instruction for that recipient to view;

allowing all recipients to view an electronic document, if the document does not include a viewing instruction;

receiving at a server connected to a recipient computer system via a network connection a request from a recipient to download a copy of documents associated with them; and

downloading to the a recipient computer system only the documents that were identified as viewable during a signing ceremony.

CLAIMS

1. A method in a server computer connected to a recipient computer system via a network connection, the method comprising:

establishing a visibility policy that governs access to electronic documents associated with a signing ceremony, by:

allowing a recipient to view an electronic document, if the document includes an instruction for that recipient to view the electronic document;

allowing all recipients to view an electronic document, if the document does not include any viewing instructions;

receiving at the server computer a request from a recipient to download a copy of the electronic documents associated with the recipient; and

downloading to the recipient computer system only electronic documents that were identified as viewable during the signing ceremony.

2. The method of claim 1, further comprising disallowing a first recipient to view an electronic document, if the document includes an instruction for a second recipient to view the document but does not include an instruction for the first recipient to view the document.

3. The method of claim 1, further comprising rejecting creation of an envelope for an electronic document that contains a signature/initial task for a first recipient, if the envelope includes a second recipient without a signature/initial task on the document.

4. The method of claim 1, further comprising allowing creation of an envelope for an electronic document, if the document does not contain any signature/initial tasks for any recipients.

5. The method of claim 1, further comprising allowing predetermined certified delivery recipients and/or carbon copy recipients to view all electronic documents in an envelope.

6. The method of claim 1, further comprising dynamically suppressing access to a certificate of completion and/or envelope history for one or more of: document signers, certified delivery recipients, and carbon copy recipients.

7. The method of claim 1, further comprising allowing a sender of an envelope to view all documents in the envelope.

8. The method of claim 1, further comprising designating whether all members of a sending account can view all of the electronic documents associated with the signing ceremony or whether the members of the sending account are subject to the visibility policy.

9. The method of claim 1, wherein establishing the visibility policy is based on tabs placed on the electronic documents associated with the signing ceremony.

10. The method of claim 9, wherein the electronic documents associated with the signing ceremony are represented in portable document format.

11. The method of claim 1, wherein downloading to the recipient computer system only electronic documents that were identified as viewable during the signing ceremony includes downloading the electronic documents via a web interface.

12. A system comprising:

a server computer connected to a recipient computer system via a network connection, the server computer configured to establish a visibility policy that governs access to electronic documents associated with a signing ceremony, by:

allowing a recipient to view an electronic document, if the document includes an instruction for that recipient to view the electronic document;

allowing all recipients to view an electronic document, if the document does not include any viewing instructions;

receiving at the server computer a request from a recipient to download a copy of the electronic documents associated with the recipient; and

downloading to the recipient computer system only electronic documents that were identified as viewable during the signing ceremony.

13. The system of claim 12, wherein the server computer is further configured to:

reject creation of an envelope for an electronic document that contains a signature/initial task for a first recipient, if the envelope includes a second recipient without a signature/initial task on the document; and

allow creation of an envelope for an electronic document, if the document does not contain any signature/initial tasks for any recipients.

14. The system of claim 12, wherein the server computer is further configured to based on the visibility policy, suppress access to a certificate of completion and/or envelope history for one or more of: document signers, certified delivery recipients, and carbon copy recipients.

15. The system of claim 12, wherein the server computer includes a web interface for downloading the electronic documents associated with a signing ceremony, wherein the electronic documents associated with the signing ceremony are represented in portable

document format, and wherein the visibility policy is based on tabs placed on the electronic documents associated with the signing ceremony.