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Sign Your Documents and Waivers in the Kilo App

Laura Gibson - 2026-08-26 - [Getting Started & Your Account](#)

Your gym sends waivers, contracts, and other documents to you in the Kilo app. You can sign them from the **Documents** tab, and go back to anything you have already signed whenever you need a copy.

What you can do

- See documents waiting for your signature
 - Sign a document from your phone
 - Go back to documents you have already signed
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Sign a document

1. Select **Documents** at the bottom of the screen.
2. Anything waiting for your signature appears under **Not Signed**.

2:36



Documents



Not signed

Signed

Invoices

TEST CONTRACT SIGN
ISSUE

REQUIRES SIGN...

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Packages



My Events



Schedule



Documents



Account

3. Open the document and read it.
4. Sign at the bottom of the document.
5. Select **Execute** to submit it.

Once submitted, the document moves to your **Signed** documents, where you can open it again any time.

Frequently asked questions

I bought a package but cannot book a class. Why?

Check the Documents tab for anything unsigned. Many gyms require a signed waiver or agreement before you can reserve a class. Sign what is waiting under **Not Signed** and then try booking again.

Where do my signed documents go?

To the Signed tab, alongside Not Signed and Invoices at the top of the Documents screen. They stay there, so you can open a copy whenever you need one.

Do I have to sign on my phone?

No. You can also sign at app.usekilo.com in a browser if you would rather work on a bigger screen.

I do not agree with something in a document. What should I do?

Contact your gym administrator before signing. The document comes from your gym, so they are the ones who can explain it or send you a different version.

Helpful tips

- Check the **Documents** tab right after you join or buy a package, since unsigned documents can stop you booking
 - Read before you sign, since the document is an agreement with your gym
 - Go back to the **Signed** tab whenever you need a copy of something you agreed to
 - Contact your gym administrator with any questions about what a document says
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If you have questions about your account, your membership, or the classes at your gym, contact your gym administrator. They manage your account in Kilo and can help you directly.

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