

## Application for issuance of a Secure E-Mail certificate, term 3 years, issued as soft token

Only digitally completed applications can be processed - please DO NOT fill out this form by hand!

### Intended use

#### Secure E-Mail Certificate

- Soft token certificate (P12 file) - Price according to current [price list](#)  
Authentication, signing and encryption of E-Mails, unlimited  
Signature volume, **without** automatic recognition in Adobe (AATL)

### Certificate details

First name

Last name

Organisation (Company/name according to company index) - Optional

Commercial register / UID number – Mandatory field for organization entry

E-mail address certificate holder

### Administrative Details

Billing address (Company name or private person, street + no., zip code, city, country)

Delivery address (if different from billing address)

Phone number

### Applicant (Required documents to be submitted are listed on the following page)

With his signature, the applicant confirms the correctness of the data entered and agrees to the Framework contract (MSA) including the documents and annexes listed under Item "6 - Contractual Basis" and agrees to the documents and annexes listed below.

Signature of applicant

Function/Department

First and last name in block letters

Place, Date

### Company Representative (Authorised signatory, if with organization entry, required documents to be submitted are listed on the following page)

Place, Date

Place, Date

Signature of company representative 1

Signature of company representative 2 (multiple signature)

First and last name in block letters

First and last name in block letters

### QuoVadis Trustlink Schweiz AG (for internal purposes)

Place, Date

Signature of employee registration authority

## 1 – Required documents for the applications

The following additional documents must be submitted with the signed application:

**For certificates with organization entry or when using the organization's E-mail address**

- Copy of the applicant's identity document (color copy) (according to 2 - Identification)
- Confirmation of the certificate application by company representation (persons authorized to sign, according to Company Representative section)
- Current excerpt from the commercial register or similar official document officially confirming the existence of the organization

**For private persons (without organization entry)**

- Copy of the applicant's identity document (color copy) (according to 2 - Identification)

## 2 – Identification

The identification of natural persons requires the following documents:

- Valid official identification (passport or identity card) of the applicant

A clearly legible color copy of the official ID is required. The **identity card** must be copied on **both sides**.

## 3 – Send documents to QuoVadis

Please send the signed application form together with the original documents according to section 1 to:

QuoVadis Trustlink Schweiz AG  
Poststrasse 17  
Postfach  
9001 St. Gallen

## 4 – Contact

<b>Main number:</b>	+41 71 228 98 00
<b>Sales:</b>	<a href="mailto:qv.sales.ch@digicert.com">qv.sales.ch@digicert.com</a>
<b>Technical support:</b>	<a href="mailto:qv.support@digicert.com">qv.support@digicert.com</a>
<b>Certificates, registrations:</b>	<a href="mailto:qv.register.ch@digicert.com">qv.register.ch@digicert.com</a>

## 5 – Revocation

Revoking certificates and reporting certificate problems are important security components of online trust. By submitting the application form, the applicant agrees to the revocation reason for his certificate being published. Further information on certificate revocation is available at <https://www.quovadisglobal.com/ch-en/certificate-revocation/>.

## 6 – Contractual Basis

By submitting this application form, the applicant accepts the associated contractual terms and conditions (Master Services Agreement (MSA)) as amended in the respective valid version (<https://www.quovadisglobal.com/resources/master-services-agreement-en.pdf>).

The MSA and referenced, applicable documents (see below) can be reviewed at <https://www.quovadisglobal.com/repository/> and <https://www.quovadisglobal.com/privacy-policy/>.

- CP/CPS for Root CA and Root CA3 v4.35
- Certificate Terms of Use
- Privacy Notice