digicert + QuoVadis

Application for issuance of a regulated company seal certificate, term 3 years

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

Variants / Intended use (Please select the desired variant)

QuoVadis Regulated Company Seal Certificate according to ZertES (Federal Law on Electronic Signature)
Signing of PDF documents (e.g. electronic invoicing) with automatic recognition in Adobe (AATL)
Price according to current price list

Data carrier (secure signature and signature creation device)

☐ USB-Token   ☐ HSM* (Existing customer HSM)

Signing application

☐ QuoVadis sealsign   ☐ QuoVadis sealsign cloud   ☐ Other

* The HSM used for certificate issuance must be FIPS 140-2 Level 3 compliant and FIPS mode must be enabled.
QuoVadis is also obliged to monitor and document the key generation ceremony on the HSM via remote maintenance.

Certificate details

Organisation (Company/name according to company index)

UID-Number (www.uid.admin.ch)

Organizational unit (Optional)

Company location (Zip code, city, country - according to commercial register/UID)

Administrative Details

Billing address (company name, street + no., postal code, city, country)

Delivery address (if different from billing address)

Email address applicant

Phone number applicant

Email address company representative 1

Email address company representative 2

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
- Identity check and authenticated copy of the applicant's identity document (colour copy) (according to 2 - Identity Check)
- Confirmation of the certificate application by a company representative (persons authorized to sign, according to paragraph Company Representative)
- Certified excerpt from the commercial register or excerpt from the UID register

2 – Identity check

The identity check consists of the following two steps:

Step 1: Personal identification at an approved identity checkpoints
Step 2: Online identification using a smartphone app

Step 1: Identity checkpoints

Go in person to one of the identity checkpoints listed below to have your identity confirmed.

- QuoVadis Office St. Gallen
- Selected SBB Change / Western Union counter (SBB customer identification)
- Swiss Post (yellow identification)
- Internal Identity Checkpoint (LRA Local Registration Authority Partner)
  (only possible with appropriate contractual agreement between organization and QuoVadis)

A well legible color copy of the official identity card is made and signed at the identity checkpoint. The **identity card** must be copied on **both sides**.

Eligible applicants will be able to download a voucher for a free identification confirmation by an SBB or Post Office HERE.
New customers or customers for which the vouchers are explicitly part of the contract are **entitled** to do so.

Step 2: Online identification

Applicants who have their personal identification confirmed by SBB, Swiss Post or an LRA partner of QuoVadis Trustlink Schweiz AG,
must additionally go through an online identification. How to proceed as well as further information can be found at User identification ZertES.

The identity check in Step 1 as well as Step 2 requires a **passport or identity card** authorizing entry into Switzerland.
No driver's licenses or residence permits can be accepted.

Both Step 1 and Step 2 must be successfully completed in order for the identity to be confirmed and finally for a certificate to be issued.

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

Main number:	+41 71 228 98 00
Sales:	qv.sales.ch@digicert.com
Technical support:	qv.support@digicert.com
Certificates, registrations:	qv.register.ch@digicert.com

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