



AUTHENTICATION GUIDE



Extended Validation
Managed PKI for SSL
Authentication Requirements





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Extended Validation Managed PKI for SSL Authentication Requirements

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+ Overview of Extended Validation Requirements

Extended Validation (EV) SSL Certificates help achieve the highest level of consumer trust through the strictest authentication standards of any SSL certificate. Extended Validation authentication guidelines require VeriSign to obtain and verify multiple pieces of identifying information about EV SSL Certificate applicants.

To ensure your EV SSL Certificate request is processed quickly, review and provide the authentication documents described below.

Authentication Requirements Summary

- Have the Organisational Contact (identified in the EV certificate order) accept the Acknowledgement of Agreement.
- For faster order authentication, complete and submit the appropriate Lawyer's Opinion letter.
- Review all other authentication requirements to ensure your order can be processed expediently.

+ Submitting a Lawyer's Opinion or Accountant's Opinion Letter

To facilitate order processing, complete and submit the Lawyer's Opinion or Accountant's Opinion letter. The Lawyer's Opinion or Accountant's Opinion letter verifies certificate and organisation details and enables faster issuance of your certificate.

IMPORTANT! The Lawyer's Opinion or Accountant's Opinion letter is the simplest and most expedient method to provide required verification information. If this verification information is not provided through the Lawyer's Opinion or Accountant's Opinion letter, it must be provided through other means (described below).

VeriSign must be able to confirm the following regarding the Lawyer's Opinion or Accountant's Opinion letter:

- The letter must be from a lawyer or accountant, solicitor, barrister, advocate or equivalent, licensed to practise law in the country of the requesting organisation's jurisdiction of incorporation or in any jurisdiction where the organisation maintains an office or physical facility.
- VeriSign must be able to verify with the appropriate authority that the lawyer or accountant is registered in the appropriate jurisdiction.
- VeriSign must be able to verify the opinion letter directly with the lawyer or accountant.

The Lawyer's Opinion or Accountant's Opinion letter is found on page 5. Fax or e-mail the signed letter to:

0800 56 29 26 or +41 26 429 7020
mpkisupport@verisign.ch

+ Organisation Authentication Requirements

To qualify for an Extended Validation SSL Certificate, the organisation requesting the certificate must be registered as a corporation or equivalent with the appropriate government agency in its country of jurisdiction.

VeriSign must be able to confirm all of the following organisational registration requirements:

- Official government agency records must include:
 - The organisation's registration number or date of registration/incorporation.
 - The organisation's registered address (or the address of the organisation's registered agent).
- A non-governmental data source (such as Dun & Bradstreet) must include the organisation's place of business address (as identified in the order).
- If the organisation has been registered for less than three years, VeriSign must verify operational existence through one of the following means:
 - A non-governmental data source (such as Dun & Bradstreet)
 - or -
 - By verifying the organisation has an active demand deposit account (such as a current account) with a regulated financial institution through a Lawyer's Opinion or Accountant's Opinion letter or directly with the financial institution.

+ Domain Authentication Requirements

To qualify for an Extended Validation SSL Certificate, domain registration details must reflect the full organisation name as included on the certificate request.

- The domain must be registered with ICANN or IANA registrar (for CCTLDs).
- A parent or subsidiary relationship does not represent sufficient proof of ownership of the domain name. Domain registration details must be updated to reflect the organisation name as included on the certificate request.
- Where domain registration is not updated to reflect the organisation name as identified on the certificate request, a lawyer's or accountant's opinion regarding the organisation's exclusive right to use the name is required, in addition to verifying this fact directly with the registered domain contact.
- The Organisational Contact must confirm knowledge of the organisation's domain ownership during the verification call.

+ Organisational Contact Authentication Requirements

To qualify for an Extended Validation SSL Certificate, the Organisational Contact identified in the certificate request must be employed by the requesting organisation and have appropriate authority to obtain and delegate Extended Validation Certificate responsibilities.

Note: employment and authorisation cannot be verified through the organisation's Web site.

Note: if the Organisational Contact identified in the certificate request is listed in government records as a corporate officer (such as Secretary, President, Managing Director, CFO, COO, CIO, CSO, Director or equivalent), then the Organisational Contact's employment and authorisation are deemed approved.

VeriSign must be able to confirm all of the following Organisational Contact requirements:

- Organisational Contact's identity, title and employment through an independent source.
- The Organisational Contact is authorised to obtain and approve EV Certificates on behalf of the Organisation and to delegate this authority to others. This can be verified through one of the following methods:
 - A Lawyer's Opinion or Accountant's Opinion letter
 - A Corporate Resolution letter
 - Contacting the Managing Director, COO or similar executive at the Organisation directly to confirm the authority of the Organisational Contact. If no public records are available regarding the Managing Director, COO or other executive, VeriSign will contact the Organisation's human resources department for contact details.

+ Order Verification Requirements

As part of processing an Extended Validation SSL Certificate, VeriSign must verify the certificate request and all certificate details with the Organisational Contact identified in the certificate request. VeriSign must contact the Organisational Contact using an independently obtained telephone number (not the telephone number provided in the order).

VeriSign will obtain the telephone number through one of the following methods:

- By researching qualified telephone databases to find a telephone number. Ensure your Organisation's primary telephone number is listed in a public telephone directory.
- As provided in a Lawyer's Opinion or Accountant's Opinion letter.
- As confirmed during a site visit conducted by VeriSign.

During the verification call, VeriSign must verify the following with the Organisational Contact:

- The name of the Managed PKI administrator identified in the certificate request and his or her authority to obtain the Extended Validation Certificate on behalf of the Organisation.
- The Managed PKI administrator’s authority to delegate Extended Validation responsibilities.
- Knowledge of the Organisation’s ownership and right to use the domain identified in the certificate request.
- Approval of the Extended Validation SSL Certificate request.

+ Related Links

For additional details on Extended Validation SSL and authentication requirements, go to:

Extended Validation SSL FAQ at:

<http://www.verisign.ch/ssl/ssl-information-center/extended-validation-ssl-certificates/index.html>

Guidelines for Extended Validation Certificates at:

<http://www.cabforum.org>
www.verisign.ch

+ Acceptance of Agreement

During the verification call, VeriSign will provide the Organisational Contact with a verification code to use when accepting the online EV Acknowledgement of Agreement. VeriSign will also e-mail a direct link to the Agreement.

+ Lawyer’s Opinion or Accountant’s Opinion for VeriSign Managed PKI for SSL Extended Validation SSL Certificates

To: VeriSign Sarl
 Fax : 0800 56 29 26 or +41 26 429 7020
 E-mail: mpkisupport@verisign.ch
 [May be sent by fax or e-mail attachment]

Client: <Exact Organisation Name of Client¹>
 Organisational Contact: <Exact name of Organisational Contact who accepted the Acknowledgement of Agreement>

Instructions

1. This letter must be completed by your legal counsel, who must be properly registered with the appropriate authorising agency of his or her jurisdiction.
2. If you are unable to attest to any fact below, you may indicate so by striking a line through the relevant section.
3. VeriSign will contact you to verify your legal opinion.

I represent the Organisation (“Client”) referenced above. I have been asked by my Client to present you with my opinion as stated in this letter. My opinion below is based on my familiarity with the relevant facts and the exercise of my professional judgement and expertise.

[Optional: insert customary preliminary matters for opinion letters in your jurisdiction.]

On this basis, I hereby offer the following opinion:

1. _____ [name of Organisational Contact] is employed by my Client as _____ [job title], and has the necessary authority to act on behalf of my Client to:
 - (a) Provide the information about my Client’s organisation that is required for issuance of the EV Certificate as referenced above
 - (b) Request one or more EV Certificates and designate other persons to request EV Certificates
 - (c) Agree to the relevant contractual obligations contained in the VeriSign SSL Certificate Subscriber Agreement
 - (d) Confirm ownership of domain(s) to be included in any EV Certificate order.
2. My Client has a physical presence and principal place of business at the following location:

Address: _____

Town/City: _____

County: _____

Postcode: _____

Telephone: [Area Code] _____ [Number] _____
3. Client owns or has lawful right to use the domain name (optional) _____ [Domain(s) included in EV request] in identifying itself on the Internet.
4. Client has an active current Demand Deposit Account² with _____ [name of institution], a regulated financial institution.

¹ This must be the Client’s exact corporate name, as registered with the relevant Incorporating Agency in the Client’s Jurisdiction of Incorporation. This is the name that will be included in the EV Certificate.

² Demand Deposit Account: a deposit account held at a bank or other financial institution, the funds deposited in which are payable on demand. The primary purpose of demand accounts is to facilitate cashless payments by means of cheque, bank draft, direct debit, electronic funds transfer, etc. Usage varies among countries, but a demand deposit account is commonly known as: a chequing account, a share draft account or a current account.



[Optional: insert customary limitations and disclaimers for opinion letters in your jurisdiction.]

Name: _____

Signature: _____

Name of Firm / Organisation: _____

Date: _____

Jurisdiction(s) where admitted to practise: _____

Contact information for the authorising agency where VeriSign may verify your authority to practise law:

