



ENROLLMENT GUIDE

EASY GUIDE TO THE VERISIGN ENROLLMENT PROCESS

IT'S QUICK AND EASY






ENROLLMENT GUIDE

THE VERISIGN ENROLLMENT PROCESS IS QUICK AND EASY WHEN YOU ARE AWARE OF WHAT INFORMATION WILL BE REQUIRED.

This guide is designed to prepare you for what lies ahead so that you can enroll for your VeriSign® SSL Certificate in seven simple steps.

Please note that if you need assistance at any time, you may click on this icon  for more information on a particular aspect of the enrollment.

Or, call our sales department at: 1-866-893-6565 Option 3, or 1-650-426-5112, or email: isales@verisign.com.

You can also interact with any of our Support staff using the VeriSign Live Chat facility when you see this:



TIME REQUIRED

The sign-up process should only take five to ten minutes of your time if you have all of the information ready beforehand.

WHAT WE WILL ASK YOU

VeriSign will need various contact details:

- **Technical Contact:** The person in your organization that will be responsible for:
 - Generating a CSR (Certificate Signing Request) from the server.
 - Installing the VeriSign® SSL Certificate on your server.
- **Organization Contact:** The primary person representing your business who will be the business point of contact for your account.
- **Billing Contact:** The person who will be VeriSign's point of contact regarding payment on the account.

PLEASE HAVE THE FOLLOWING READY BEFORE YOU BEGIN

You will need to provide the following information:

1. Know which SSL Certificate you require. All information is available on the VeriSign site. If you are unsure, please try the Product Selection Wizard: <http://www.verisign.com/ssl/buy-ssl-certificates/ssl-product-wizard/index.html> or contact our sales department for assistance.
2. Know the server platform and version of the server that will host the VeriSign SSL Certificate. Your IT department will be able to give you this information.
3. The CSR (Certificate Signing Request). The technical contact for your organization will need to generate this "formula," or "code," from the server that will host the SSL Certificate. For help with generating a CSR please see: <https://knowledge.verisign.com/support/ssl-certificates-support/index.html>

The CSR is a collection of encrypted information that begins with:

---BEGIN NEW CERTIFICATE REQUEST---

And ends with:

---END NEW CERTIFICATE REQUEST---

You will be asked to copy and paste the CSR into a field on step three of the enrollment process.

4. Full contact and company details.
5. Purchase order number (if required).
6. Full payment details.



SEVEN SIMPLE STEPS TO ENROLL

Step One: Specify which SSL Certificate you would like by checking the applicable boxes.
 For example: Secure Site Pro with EV for two years.


Select a level of security

Your purchase includes:
Secure Site Pro with EV

- Green address bar
- Additional services: Netcraft, QualysGuard, Keynote
- 128-bit minimum to 256-bit SSL encryption
- \$250,000 warranty
- VeriSign Secured Seal
- Unlimited free revoke/replace for Enterprise Accounts
- Annual RatePoint services

Your security options

Extended Validation SSL



Included
 Maximizes online sales and productivity by giving visitors the green light to transact confidentially with your site. [Learn more...](#)

Strongest Encryption Ensured
 You can guarantee the strongest encryption available to each site visitor with an SGC-enabled SSL Certificate. Includes \$250,000 warranty. [Learn more...](#)

Total: US \$2,695

Secure Site Pro with EV
 Validity period: 2 years
 Number of server licenses: 1

Select validity period

3 years

2 years **Save over \$300 off standard pricing**

1 year

Enter number of server licenses

Enter the number of servers that will be secured with this certificate:

Is the server located outside USA/Canada? Yes No

Save with Volume Discounts

Do you purchase multiple certificates in a year? Get volume discounting with

VeriSign Certificate Center Enterprise Account.

[Learn more >>](#)


Do you already have a VeriSign Certificate Center sign-in?

* Username

* Password

[Forgot your username?](#)

Step Two: Here you will be asked for the Technical Contact details. Please make sure that all mandatory fields are completed.



[English](#) [Help & Support](#)

Buy >1) Options >2) **Technical Contact** >3) CSR >4) Contacts >5) Sign In >6) Payment >7) Summary

Chat With Us
A representative is standing by.

Enter technical contact

* Required fields

* Email:

* First name:

* Last name:

* Title:

* Telephone:

Fax:

* Company:

* Address 1:

Address 2:

* City:

* State/Province:


* ZIP/Postal code:

* Country:

Total: US \$1,499

Secure Site Pro with EV
 Validity period: 1 year
 Number of server licenses: 1

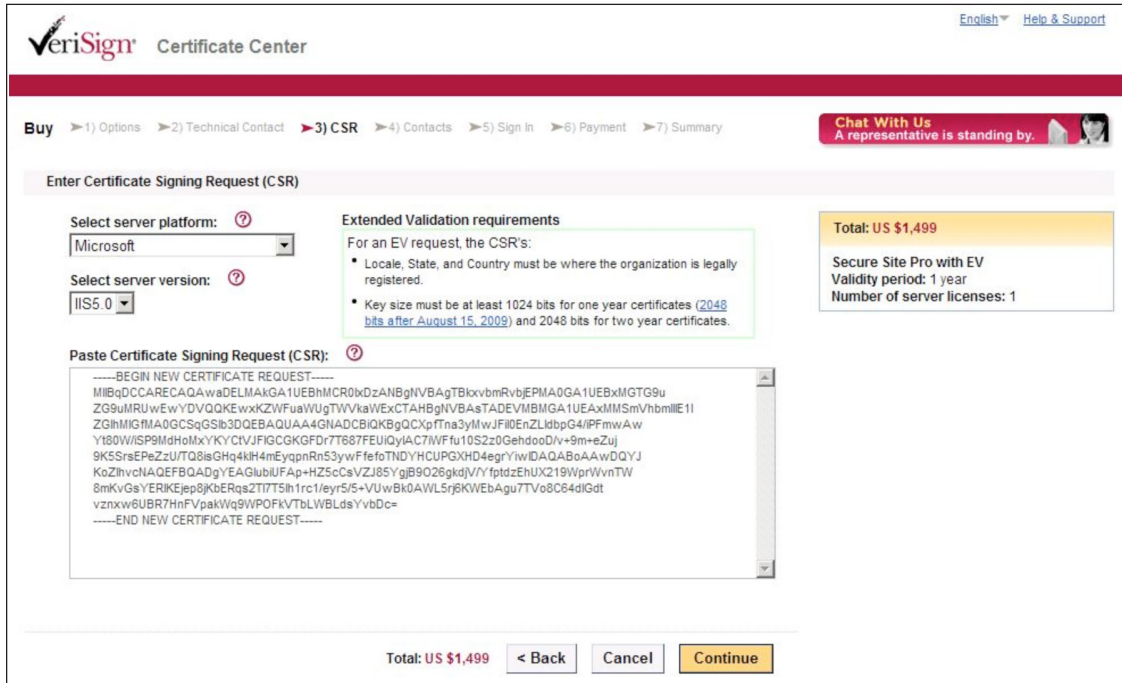
Seen by over 100 million people a day on over 80,000 Web sites in over 150 countries



VeriSign Secured Seal
 is the most trusted security mark on the Web



Step Three: You will be asked for the server platform and version. You will also be asked to copy and paste the CSR (*this is the Certificate Signing Request that your technical/IT department generates from the server that will host the VeriSign SSL Certificate*).



VeriSign Certificate Center English Help & Support

Buy > 1) Options > 2) Technical Contact > **3) CSR** > 4) Contacts > 5) Sign In > 6) Payment > 7) Summary Chat With Us A representative is standing by.

Enter Certificate Signing Request (CSR)

Select server platform:

Select server version:

Extended Validation requirements
For an EV request, the CSR's:

- Locale, State, and Country must be where the organization is legally registered.
- Key size must be at least 1024 bits for one year certificates (2048 bits after August 15, 2009) and 2048 bits for two year certificates.

Total: US \$1,499

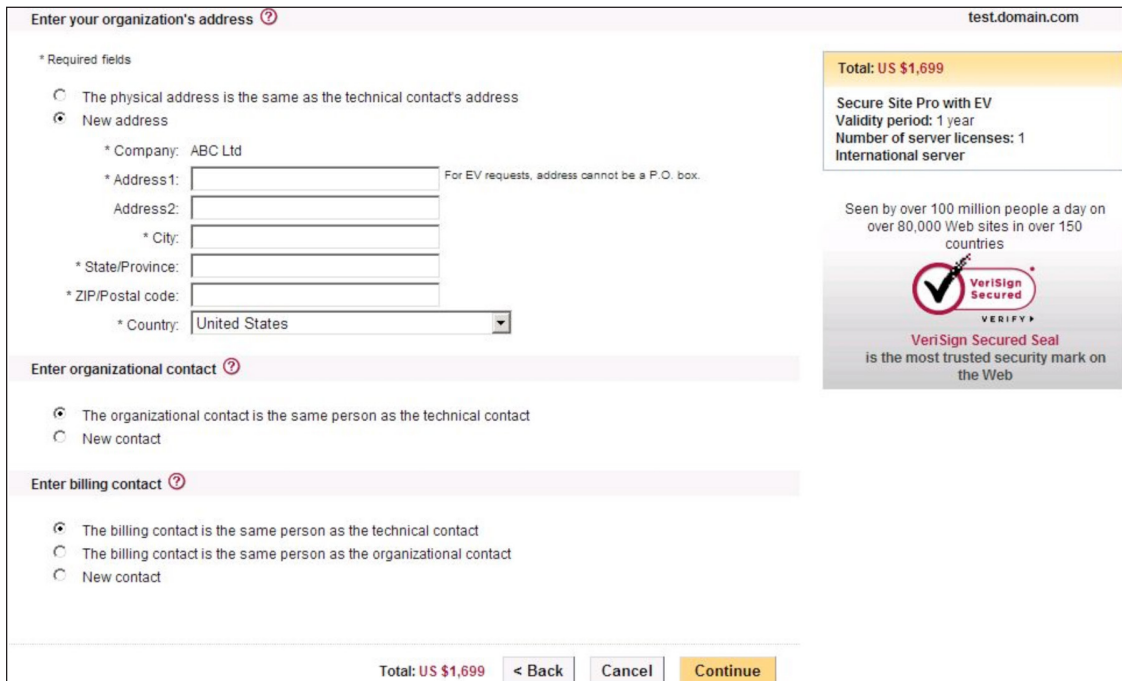
Secure Site Pro with EV
Validity period: 1 year
Number of server licenses: 1

Paste Certificate Signing Request (CSR):

```
-----BEGIN NEW CERTIFICATE REQUEST-----
MIIBDQCCARECAQAwDELMAkGA1UEBhMCR0wDzANBgNVBAgTBkxvbmRvbjEPMIA0GA1UEBxMGTG9u
ZG9uMIRUwEwYDVQQKEwxKZWZuaWUgTVVkaVExCTAHeGhNVBAAsTADExZlZlbnR1b3R1b3R1b3R1
ZG9uMIRUwEwYDVQQKEwxKZWZuaWUgTVVkaVExCTAHeGhNVBAAsTADExZlZlbnR1b3R1b3R1b3R1
Y180WISp9MgHolIxYKYCIVJFIGCGKGFDT7T687FEUIQyIAC7WFFu10Sz20GehdooDlv+9m+eZuj
9K5SrsEPeZzU/TQ8isGHq4kH4mEyqpnRn53ywFfeftNDYHCUPGXHD4egrYnwDAQABoAAwDQYJ
KoZhvclA-QEFBQADgYEA-GlubuIFAp+HZ5cCaVZJ85YgjB9Q28gkdV/yfptdzEhUX219WprVvmTW
8mKvGsYERKEjep9KbERqs2TIT75ih1rc1feyr5/5+VUwBk0AWL5rj6KWEBAg7TVo8C64dIGdt
vzxw6UBR7HnFVpakWq9WPOFKVtLWBLdsYvbdC=
-----END NEW CERTIFICATE REQUEST-----
```

Total: US \$1,499

Step Four: VeriSign will request your company information, additional contacts for the organization, and billing contact details.



Enter your organization's address test.domain.com

* Required fields

The physical address is the same as the technical contact's address
 New address

* Company: ABC Ltd

* Address1: For EV requests, address cannot be a P.O. box.
 Address2:

* City:

* State/Province:

* ZIP/Postal code:

* Country:

Enter organizational contact

The organizational contact is the same person as the technical contact
 New contact

Enter billing contact


The billing contact is the same person as the technical contact
 The billing contact is the same person as the organizational contact
 New contact

Total: US \$1,699

Total: US \$1,699


Secure Site Pro with EV
Validity period: 1 year
Number of server licenses: 1
International server

Seen by over 100 million people a day on over 80,000 Web sites in over 150 countries



VeriSign Secured
 VERIFY
 VeriSign Secured Seal is the most trusted security mark on the Web




Step Five: VeriSign will ask you for sign-in details. This enables you to log-in to the VeriSign Trust™ Center to view the status of your orders, renew SSL Certificates, or purchase additional VeriSign SSL Certificates.


Create a username and password for this certificate. 

*** Required fields**


* Account email: Technical contact email address recommended. 


Use account email as username

* Username: Account email address recommended. 

* Create password: At least eight characters, one uppercase letter, one lowercase letter, and one number. 

* Re-enter password:

* Security question: 

* Security answer: 

[I already have a VeriSign Certificate Center sign-in](#)

Step Six: You will be asked for payment details.

Pay by credit card for the fastest order processing. All other payment methods must be received by VeriSign before the SSL Certificate is issued.

Credit card *** Required fields**
 Purchase order
 Check
 Wire transfer
 Token

Purchase order number:

Fax the purchase order to (650) 961-8870

Or mail the purchase order to:

VeriSign, Inc.
 Attention: Customer Service
 487 E. Middlefield Road
 Mountain View, CA 94043

[Additional purchase order requirements](#)

Step Seven: This is the final step in the process. You will be presented with a summary of the SSL Certificate application for your records. At this point, you can check to make sure all of the information is correct. If something is incorrect, you can go back to correct the information given.





WHAT HAPPENS NEXT?

For the benefit of you and your customers, all certificate orders undergo a stringent authentication process to confirm the legitimacy of the submitted organization and common name. After the enrollment process, VeriSign will begin processing the order within one business day and your SSL Certificate will be issued once authentication is complete.

When authentication and processing are complete (on average, two business days), the certificate's technical contact will receive an email containing your VeriSign SSL Certificate and instructions for installing it. You will then also be permitted to display the VeriSign Trust™ Seal on the web site secured with your SSL Certificate so that your visitors will know that your site is legitimate and secure. If the SSL Certificate is not approved, VeriSign will notify you and you will not be billed.

Please note that Extended Validation (EV) SSL Certificate requests require a longer processing time to meet EV authentication requirements.

This concludes the enrollment process. If you would like to find out more about SSL Certificates please feel free to download our [Beginners Guide to SSL](#).

Visit us at www.Verisign.com for more information.

