

LuxTrust SSL/TLS 2048K Certificates - validity 1 year**applicable for CETREL SOFiE Business SSL Certificates only****This field is reserved to LuxTrust**

Bon de commande : OK NOK Validation Who-is : OK NOK N/A
Carte(s) d'identité(s) : OK NOK Demande autorisée : OK NOK
Statuts : OK NOK Date autor./rejet : ___/___/_____
Extrait reg. de com. : OK NOK Demande traitée par : _____ (code empl.)
Pouvoirs de signatures : OK NOK Paiement : OK

IMPORTANT:

Please read carefully the appendix on page 3 of the present order form which indicates the required documents to be provided together with this form.

Part 1: Price and payment

1 year SOFiE Business certificate: 97,00 EUR
VAT 15%: 14,55 EUR
TOTAL: 111,55 EUR

The certificate has to be paid for immediately!

(unless a special agreement with the registration authority (see p. 3) has been concluded beforehand).

The certificate will not be emitted unless the payment is confirmed by LuxTrust

Bank information:

Beneficiary: LuxTrust S.A. L-1615 Luxembourg
IBAN: LU92 1111 2528 7088 0000
BIC: CCPL LULL

Payment reference to be indicated:

SSL SOFiE Business: ID* _____
LuxTrust SSL certificate 1 year validity for SOFiE
Order date: *Order form signature date (p. 2)*

* = Transaction ID obtained during online ordering via <http://orders.luxtrust.lu>.

Invoicing address:

This order form is a valid invoice! Should you need a separate bill for your files, please fill in the fields below.

Confirmed invoice required: Yes No

(If « No », there is no need for filling in the fields below)

Company/institution: _____

Addressee: _____

Street and number: _____

ZIP code and city: _____

State/province (optional): _____

Country: _____

IMPORTANT: The address mentioned below **IS NOT** the shipping address for this order form and for its appendices. See page 3.

Part 2: Order information for your SOFiE Business certificate

PLEASE READ CAREFULLY:

Your certificate signature request (CSR) for your SSL certificate will be generated through your SOFiE application. You must indicate here below the **exact information that is indicated in the CSR** generated through the SOFiE application.

You need to send the CSR (PKCS#10) request to LuxTrust via the Internet site <http://orders.luxtrust.lu>. **Order a 1 year SSL Certificate.**

For more information, please also refer to the LuxTrust SSL certification policy and the certificate profiles under <http://repository.luxtrust.lu>

SOFiE Business certificate

(all fields are mandatory if not otherwise indicated)

Request transaction ID: _____ (obtained from online certificate request: <http://orders.luxtrust.lu>)

Id SOFiE: _____
(Serial number in the CSR)

Common name: _____
(Person name included in the CSR)

Company name: _____
(Company name or other equivalent official denomination)

Company address (city): _____

Country: _____
(ISO Code (LU, DE, FR, ...) of the country where the company's legal headquarter is located)

E-mail address: _____

OrganizationalUnit1 (optionnel): _____

OrganizationalUnit2: **INTERNAL USE ONLY**

Part 3: Information that will not appear in the certificates

Contact person in case of questions concerning your order:

(All fields are mandatory)

Contact person (name): _____

Contact phone number: _____

Contact e-mail address: _____
(= online ordering notification address)

Part 4: Signatures*

Executive director(s) or company's / institution's legal representative(s) authorizing certificate emission:

Name1 : _____	Name2 : _____
Signature1 : _____	Signature2 : _____
Date : ____/____/____	Date : ____/____/____

* Signing the present order form leads to contract creation and to the acceptance of LuxTrust S.A.'s general terms and conditions of the product being ordered of the LuxTrust S.A. Certification Policy (CP) and of LuxTrust S.A.'s CPS (Certification Practice Statement) that are part of the contract. In case of contradiction or incoherence between the different contract components, the documents are to be legally applied in the following decreasing order: (a) the CP; then (b) the CPS ; then (c) the general terms and conditions.

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Appendix: Required documents :

Please attach the items indicated below to the present order form and send it to the LuxTrust registration authority:

Chambre de Commerce du Grand-Duché de Luxembourg
Service Espace Entreprises
7, rue Alcide de Gasperi
L-1615 Luxembourg
LUXEMBOURG

E-mail: luxtrust@cc.lu
Phone: (+352) 42 39 39 – 341
Fax: (+352) 43 83 26

Please read carefully!

The company or the institution (hereafter called “the company”) requesting the LuxTrust SSL/TSL certificates must always provide:

- The filled-in **order form**, dated and signed by one or more representative(s) of the company (according to the company’s legal statutes or governing rules).
- A **double-sided copy of the identity card(s)** of the person(s) having signed the order form. Those copies have to be **duly signed** by the respective owners.
- A recent copy of the company’s **statutes** or alternatively of an equivalent ^{(1)*} document.
- A relevant **recent** copy of the company’s national trade and company register’s entries** (not older than 6 months) or alternatively of an equivalent ^{(2)*} document.
- **Proof of signature power :**
 - If the signatory/signatories of the company is/are mentioned in the entries of the trade and company register as mandated persons to engage the company and if the persons(‘) signature(s) is/are sufficient to engage the company according to the statutory signature rules, no other item is needed to proof the signature power.
 - In case the power of the company’s signatory/signatories is not described in the entries of the trade and company register files and/or in the provided statutes (or equivalent documents) an additional document has to be provided proving the signature power of the signatory/signatories. Those items have to allow the registration authority to create the link between the signatory/signatories and the people mentioned in the entries of the trade and company registry and/or the statutes as being entitled to engage the company in the context of the respective law for statutory signatures (for instance a mandate).*

* If several certificates are requested by the same company and through the same registration authority, one single copy of those documents is sufficient for all those certificates.

** For companies registered in the “Registre de Commerce et des Sociétés du Luxembourg”, such certificate may be obtained via Internet: www.rcsl.lu

(1) Example of an equivalent document: for public institutions join a copy of the respective legislation.

(2) If no registration obligation exists towards the trade and company register, an equivalent document could be for instance:

- For public institutions, a copy proving the official signature powers, for instance the published nominations in an official governmental publication (for Luxembourg the “Mémorial”).
- In case you are a professional person please provide a recent (not older than 6 months) certificate or official letter of your organization (for instance professional chamber or association).

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