Verified Mark Certificate

Application Process Guide

Version 1



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About Verified Mark Certificates

A Verified Mark Certificate (VMC) is a digital certificate issued by a Certificate Authority (CA) that verifies logo ownership. An organization must register their logo as trademarked before receiving a VMC. A VMC verifies that your organization is the legal owner of your brand logo. Using a logo with a VMC helps prevent spammers and other malicious users from using brand logos they don't own. A logo that is a registered trademark is harder to spoof or forge because it is verified by the trademark organization.

Ordering Verified Mark Certificates

There are two ways you can order these certificates from GMO GlobalSign:

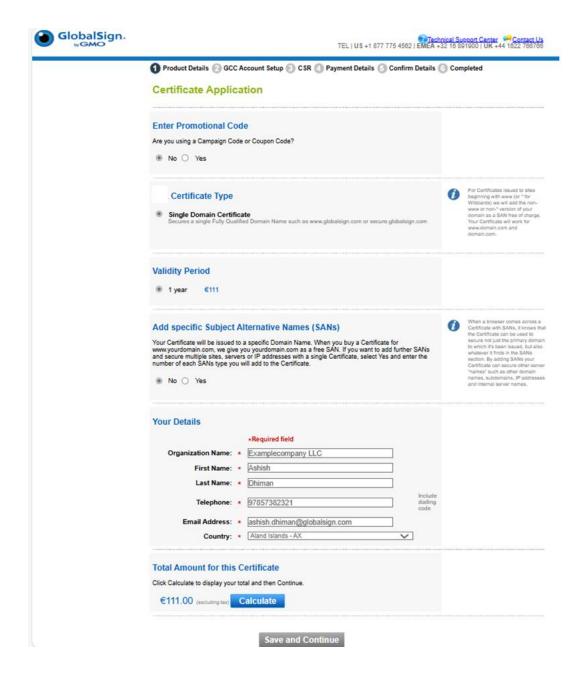
- via the GlobalSign web page
- if you are existing GMO GlobalSign customer, log into the online GCC portal

Using Website Shop Page

This is for new customers, who have not yet created their account on our GCC platform.

Visit this <u>web page</u> to buy your Certificate. You will have to select your currency and region before being redirected to create your GCC account details and user ID.





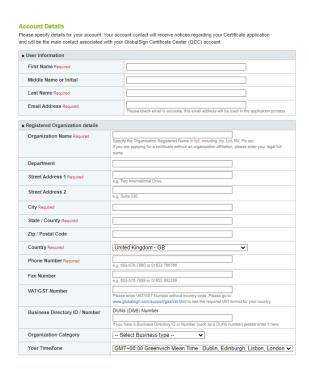
Here you can perform following Actions

 If you choose Add Specific SANs Option as Yes, we will ask you to add the number of extra domains you want to secure in addition to one main SAN / FQDN.





- a. You can add up to 100 multiple domains, but please note that each additional domain will be charged at \$499 per instance.
- b. If you do not select this option as **Yes**, then by default you can only secure your primary domain.
- 2. Once you have completed adjusting your options, clicking on the **Calculate** button will show you the amount that needs to be paid (without applicable taxes).
- 3. Click on Save and Continue.
- 4. You will then need to enter your user information and organization details, which will also require information such as VAT/GST number and Business Directory ID. Please fill in these details to the best of your knowledge.

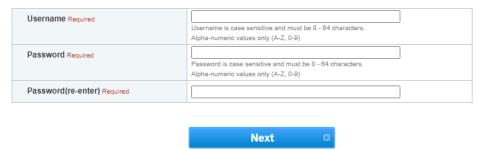


5. Under GCC Account Contact: You will need to create your GCC User ID and password which you will need to log in to your GCC account.



Global Sign Certificate Center (GCC) Login Details

Your GCC account allows you to manage all your GlobalSign Certificates and provides fast access to ordering additional products and renewing, reissuing and revoking current Certificates. Please create a memorable Username and Password.



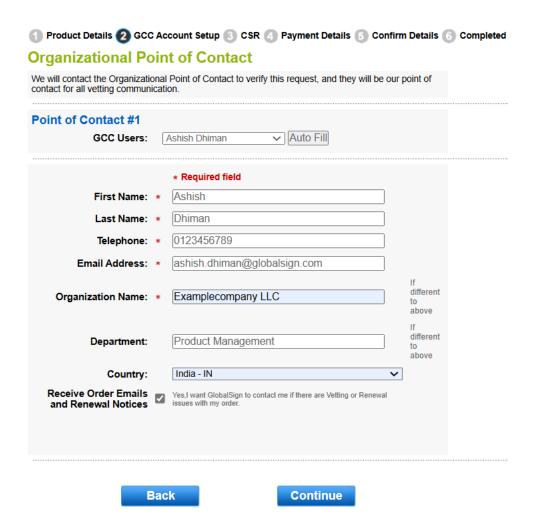
- 6. Please also provide us the details of the Organizational Point of contact, as this will be the one to whom all official communications from GlobalSign will be received. Click on Continue. You will also receive one email from GlobalSign which would have your User ID mentioned and login to access your GCC account.
- 7. As a first-time retail user, you have created a GCC portal account, and can now track the status of your order from the account afterwards.

For Current GCC Account User

For existing customers with a GCC portal account:

- 1. Click on SSL Certificates Tab: → click on Verified Mark Certificates.
- 2. Select **Specific Subject Alternative Names (SANs)** as **Yes**, if you need to add multiple domains to your VMC Order. If left as **No**, by default you will be asked to add one domain only that can be your primary domain.
- 3. Point of Contact#1. Please enter your contact details which we will use for any further communication.

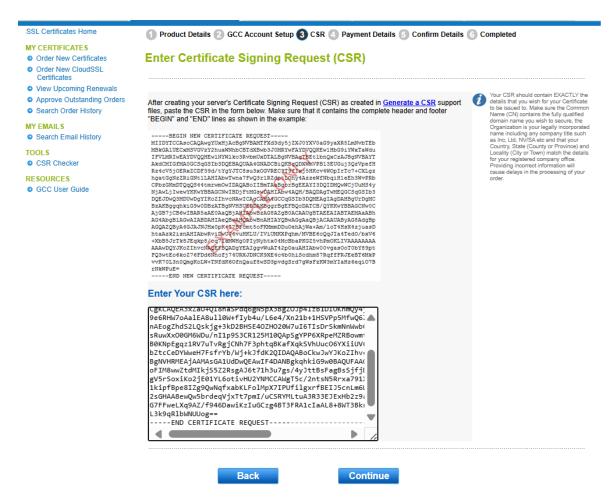




Enter Certificate Signing Request (CSR)

Please provide your CSR Request containing main FQDN / SAN and other details like Organization, country, locality, state etc. You can use any CSR creation tool like OPEN SSL. Click on Continue now.

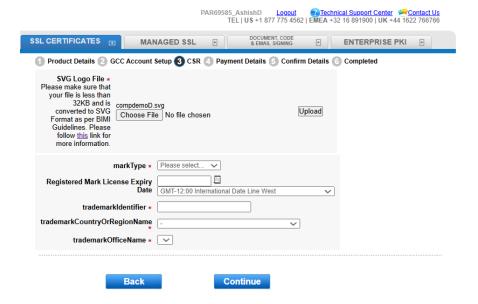




In the next screen, you will see "Your Parsed CSR", which will display your details that you provided in your CSR Request. Please click on Continue now.

Verified Mark Certificate Details

We will now need you to provide the certificate details, and all of these fields mentioned are essential for us to process your VMC Application.





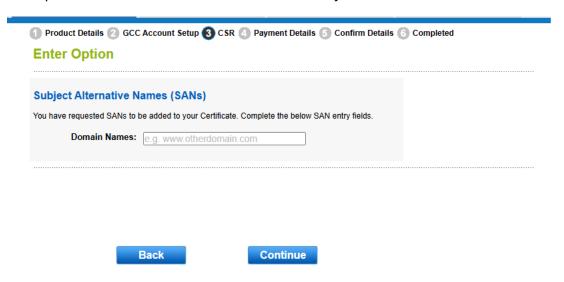
Sr. No.	Fields	Value	Notes
1	SVG Logo File.	We require you to provide your SVG Tiny PS File of your trademarked logo.	Please make sure that your SVG File is as per BIMI Guidelines. Refer to this article for detailed
		Please note that the maximum file size is 32kb.	explanation. https://support.globalsign.co m/verified-mark- certificate/how-convert-your- logos-bimi-guidelines Make sure that your SVG File does not have any CR-LF, and only contains LF. Refer to this link How to convert CR - LF to LF Characters :: How to convert CR - LF to LF Characters :: GlobalSign Support
2	Mark Type	Registered Mark	We only support marks which are trademarked in the WIPO offices list. Directory of Intellectual Property Offices (wipo.int)
3	Registered Mark License Expiry Date	Please select the date of the license expiry of your Trademark. If you are not sure, then please leave this blank. Our vetting team will find this out for you.	Remember, if your license expiry date for your trademark has less than 6 months from the date of application, then we request that your license is renewed first before applying for a VMC.
			You will only be allotted the validity date of the VMC as per your license expiry date, which will be less than 1 day from the expiry date. This will only be applicable, if the expiry date is less than 397 days from the date of application.
			If it has more than 397 days left, then you will allotted the full 397 days validity for your VMC Certificate.



4	Trademark	Please enter the trademark	
	Identifier	license identifier / unique	
		license number.	
5	Trademark	Select the country to which	
	Country or	your organization belongs.	
	Region		
	Name		
6	Trademark	Select the trademark office	
	Office	where your trademark logo is	
	Name	registered.	

Enter Option

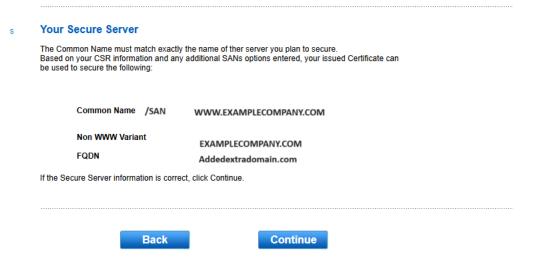
If you selected **Yes** for the **add specific subject alternative name**, then you will see this option. Please enter the extra domains that you want to also use VMC.



Your Secure Server

Here you can view the summary of the FQDN requested us for your Verified Marked Certificate.





VMC Specific Details

In this section, there are some important items of information that we require for the creation of your VMC.

The first request is to confirm your Business Category - Please select one option.

Field	Value to choose as per your knowledge.	
Business Category	Private Organization:	
	A non-governmental legal entity (whether ownership	
	interests are privately held or publicly traded) whose	
	existence was created by a filing with (or an act of) the	
	Incorporating Agency or equivalent in its Jurisdiction of	
	Incorporation.	
	Business Entity:	
	Any entity that is not a Private Organization,	
	Government Entity, or Non-Commercial Entity as	
	defined herein. Examples include, but are not limited	
	to, general partnerships, unincorporated associations,	
	sole proprietorships, etc	
	Non-Commercial Entity:	
	An Applicant qualifies as a Non-Commercial Entity if:	
	1. The Applicant is an International Organization Entity,	
	created under a charter, treaty, convention or	
	equivalent instrument that was signed by, or on behalf	
	of, more than one country's government. The	
	CA/Browser Forum may publish a listing of Applicants	
	who qualify as an International Organization for Mark	
	eligibility; and 2. The Applicant is not headquartered in	

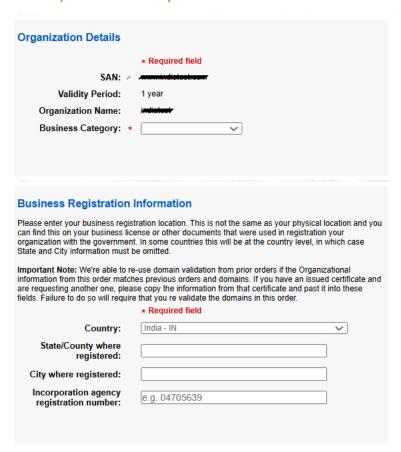


any country where the CA is prohibited from doing business or issuing a certificate by the laws of the CA's jurisdiction; and 3. The Applicant is not listed on any government denial list or prohibited list (e.g., trade embargo) under the laws of the CA's jurisdiction.

Government Entity:

A government-operated legal entity, agency, department, ministry, branch, or similar element of the government of a country, or political subdivision within such country (such as a state, province, city, county, etc.).

VMC Specific Detail Requirements



Next, you will also have to enter the Incorporation agency registration number / corporate registration number. If you are not sure which registration to use, then you can also leave this blank, and our vetting team will attempt to locate this for you.



Payment and confirm details

Please select your payment method such as Payment in Arrears or Credit Card. Once payment is made, please click on Continue.

Once done, you will see the final Confirm Details / Summary page. Please review this page thoroughly and then accept our agreement to finally place your order.

Certificate Application Completed

You will receive the Order ID / Number on your registered email ID. In the email and in the screen below, you will also receive the Domain Verification Screen or code. Please click on the code below to start your domain verification process.

Our vetting team will get in touch with you, as and when needed. Once your domains are verified, and your organization and logo details have been verified from our end, we will email with your VMC PEM file.

Certificate Application Completed
Success! Your order number is: CEVMC
We will send a confirmation email containing your complete order information.
What happens next?
Next you have to demonstrate control of the domain(s) you ordered or changed.
Please visit the Domain Verification Screen at the link below, and follow the instructions to complete the process, (or provide this link to whoever will verify the domain(s)).
https://stg-gcc.globalsign.com/qb/public/certificate/sanDomainValidation.do?p=d8d8
In parallel with domain verification, our vetting department will verify your company details. In some cases we will send you an email asking for information, or we may need to call you to verify that you placed this order, so please advise your reception to accept calls from GlobalSign.
Your GlobalSign Certificate Center (GCC) Account
Your GCC User ID is: PARI
Use your GCC User ID and password to log in here and manage the lifecycle of your products.

Installing Verified Marked Certificate

Once you have received your VMC PEM file, you will now need to stall your VMC.

Please refer to this guide **VMC Installation**

