

OVERALL REQUEST FORM for issuance of personal qualified digital certificate for legal persons

Company name:

VAT No. (from country where the company is registered):

VAT No. from Slovenia (if the company has obtained it):

Business identification number:

Company address:

City and Postal code:

The request form for issuance of personal qualified digital certificate for legal entities should be completed by a legal representative of the legal entity and by all the future holders of digital certificates, for whom the entity wants to acquire such digital certificates. The completed form should be delivered in person by the business entity's legal representative, together with an identification document and a decision on the registration in the register of companies or another suitable register, to the following address: Halcom d.d., Halcom CA, Tržaška cesta 118, 1000 Ljubljana, or some other official registration authority.

By signing this document, I agree that the plenipotentiary of the legal entity (holder of the digital certificate) may securely sign, on behalf of and for the account of the legal entity, a request for a renewal of the existing digital certificate or the issuance of a new certificate under the same conditions, in accordance with at the time applicable policy and price list of the trust service provider Halcom CA, however, only if a secure e-signature has been certified with a valid qualified digital certificate issued to the plenipotentiary of such legal entity.

Data processing and protection is specifically regulated by Halcom CA's Privacy Policy, and is subject to the separate consent of the legal representative and all future holders of the legal entity. Due to the requirements of the applicable regulations, the security of legal transactions and technological requirements, the issuance of qualified digital certificates is unfortunately not possible without such a consent related to data processing and protection.

The legal entity acknowledges the applicable Halcom CA Policy, agreeing to be bound by it as the general terms and conditions of this request form, and expressing an intent to follow the instructions of the trust service provider. As the employer of future holders of certificates, the legal entity confirms that the plenipotentiaries will meet all the Halcom CA Policy (<http://www.halcom.si>) and other applicable regulations.

I wish that the pro forma invoice is sent to e-mail address or fax no.: _____

Hereby I order issuance of the certificates for persons specified in single request forms:

Serial No.	Name and Surname	Serial No.	Name and Surname

- **Digital certificates on smart cards or USB keys shall be sent to our official address.**
- **Digital certificates on smart cards or USB keys shall be sent to address listed below:**

Date and place:

Name and surname of legal representatives

IN CAPITALS:

Signature:

Stamp of legal person:

or check

- **we do not use stamp**

CONSENT FOR THE PROCESSING OF PERSONAL DATA

I, the undersigned, give my explicit written consent for the processing of my personal data and allow Halcom d.d. (hereinafter: Halcom CA) to process, use and store for a definite period my personal data as a future, present or past holder of a qualified digital certificate for e-signature, or as a person who represents or is empowered by the legal entity that ordered the qualified certificate for e-signature, e-seal or another trust service. Detailed rules have been defined in Halcom CA's Privacy Policy and the policies of Halcom CA, which are published on the website of Halcom CA.

Halcom CA may verify the accuracy of my data with governmental authorities who administrate public registers, or they may investigate my personal data with the administrators of other databases, with reference to data that was not provided but is needed to satisfy the operational purpose, in accordance with the order for the issue of a qualified certificate or another trust service of Halcom CA.

The data included in the qualified certificate will be published in the register of issued digital certificates, pursuant to the Halcom CA Policy. Any other data that is not included in the digital certificate and has not been published will be strictly protected under the data protection regulations and will not be used for any purposes other than those agreed on. In the case of a justified and legitimate request, personal data can be forwarded to local and foreign national authorities, holders of a public authorisation, public service operators or parties in an out-of-court settlement resolution. I acknowledge that my given consent can be withdrawn at any time in writing, which can affect the validity of the qualified certificate or the performance of trust services.

The processing of personal data shall last from the start of the procedure up to 10 years after the expiry of the issued qualified certificate, or after the end of the procedure if the certificate was not issued, except when the existing legislation requires otherwise.

Halcom CA implements adequate technical and organisational measures to guarantee a high level of personal data security and protection of the rights of persons to whom the data refer, and its IT systems respect the principles of default privacy.

All information on personal data protection is available at <http://www.halcom.si>. Any questions and issues related to exercising rights (giving or withdrawal of consent, insight into own personal data, monitoring access to personal data and similar) can be addressed to the Privacy and Regulatory Consistency Commissioner at Halcom CA (Halcom d.d., Halcom CA, Tržaška cesta 118, 1000 Ljubljana, Slovenia. Phone: [01 200 34 86](tel:012003486). Fax: [01 200 33 60](tel:012003360). E-mail: ca@halcom.si).

Place and date:

Signature of legal representative:
