

# OVERALL REQUEST FORM for issuance of personal qualified digital certificate for legal person

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 ] ^!•[ } should be completed by a legal representative of the legal ] ^!•[ } 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 ] ^!•[ } (holder of the digital certificate) may securely sign, on behalf of and for the account of the legal ] ^!•[ }, 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 ] ^!•[ }.

Data processing and protection is specifically regulated by Halcom CA's Data Protection Policy, and is subject to the separate consent of the legal representative and all future holders of the legal ] ^!•[ }. 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 ] ^!•[ } 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 ] ^!•[ } 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, am acquainted, that Halcom d.d., Tržaška 118, Ljubljana is obliged to process my personal data for the purposes of safety and trust in e-business as qualified trust service provider and data controller in line with the provisions of the applicable regulations, in particular Regulation (EU) No. 910/2014 of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93 / EC (the Regulation eIDAS), General Data Protection Regulation (GDPR) and based on contracts with subscribers of qualified digital certificates or trust services and Data Protection Policy, published on website [www.halcom.si](http://www.halcom.si). Halcom is a qualified trust service provider and registered in the trust list published by the European Commission (<https://webgate.ec.europa.eu/tl-browser/#/>).

For the purpose of security of electronic business and in accordance with legislation on trust services Halcom is checking the correctness of personal data against public records, managed by government bodies, or make inquiries with other data controllers to obtain personal data you have not submitted and are necessary to implement your purchase order and issue a qualified certificate or provide other Halcom trust service. When served with a reasonable and lawful demand, Halcom is obliged to provide your personal data to domestic or foreign government bodies, other public authorities, public service providers or alternative dispute resolution bodies. For the purposes of the safe and user-friendly electronic signing in the cloud, Halcom in addition to data on digital certificates and trust services also processes data and documents regarding electronic signatures in the cloud when you use such services.

I give my explicit written consent for the processing of my personal data and allow Halcom d.d., Tržaška 118, Ljubljana, to process, use and store for a definite period my personal data and make data contained in the digital certificate publicly available in Directory of issued digital certificates in accordance with trust services policies. Based on this your explicit consent Halcom provides entities with whom you do business electronically (e.g., banks, insurance companies, major companies, government departments and others) with access to your certificate in the directory and publicly available information contained within and provides information on identification and verification process to the partners providing related services (e.g., electronic identification, electronic signatures, electronic banking, mobile payments) if you agree to this when using their service and insofar as the applicable legislation require mandatory identification.

I am acquainted that I can cancel my consent at any time in writing. However, such cancellation may impact the validity of the qualified certificate or provision of trust services. Likewise, the withdrawal of consent does not affect the storage of information, prescribed as mandatory by applicable legislation.

All other information not contained in the digital certificate is strictly protected and not made public, in accordance with data protection rules and used exclusively for the purposes of secure electronic banking and electronic commerce, and not used for any other purposes.

Personal data concerning digital certificates and trust services are kept in accordance with European (ETSI) standards for 7 years after the expiry of certificates. Other data is stored up to 6 years after the termination of the contractual relationship unless applicable legislation provides otherwise on data retention.

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](mailto:ca@halcom.si)).

Place and date:

Signature of legal representative:

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