



ENTRUST

PURCHASING AN ENTRUST DATACARD SSL/TLS CERTIFICATE

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Start your order

(Terms in *italics* are defined in the glossary.)

1. Go to <https://buy.entrust.net/index.html#/quoteOrder>.
2. Under **Product Selection**, select the certificate type you want. [Go here](#) for descriptions.
3. Under **Domains**, do one of the following:

If you...	Do this...
Don't have a Certificate Signing Request (CSR)	Enter your domains and click Add . Follow these guidelines: <ul style="list-style-type: none"> • For the first domain, enter your main domain, (for example, <code>example.com</code>). • In most cases, there is no need to add the www portion to the domain. For example, if you enter <code>example.com</code>, Entrust automatically adds <code>www.example.com</code> as an additional domain at no extra cost. Similarly, if you enter <code>www.example.com</code>, you automatically get <code>example.com</code>. • (Optional.) If the certificate allows more than one domain, add more domains. Domains are added to the certificate as SANs (added to the subject alternative name extension of the certificate). For example, if the main domain is <code>example.com</code>, you may also need <code>example.net</code>, <code>my.example.com</code> or unrelated domains such as <code>company.com</code>. • If the certificate supports multiple domains, click Add Multiple Domains to enter or copy and paste a comma-separated list of domains and click Save. • You'll need to provide the CSR after placing your order. Instructions follow. • (Optional.) To avoid delays in the delivery of your certificate, make sure the domains here match exactly the domains in the forthcoming CSR.
Have a CSR	Do one of the following: <ul style="list-style-type: none"> • Click Add CSR (Optional) and paste the CSR into the input form. Click Save. The CSR must include the Begin New Certificate Request and End New Certificate Request lines and include all dashes. OR The domains listed in the CSR appear onscreen. If you added more domains to the CSR than are allowed by the certificate type, you will be required to choose domains to remove from the certificate later. If you see errors, or the Next button is unavailable, click View CSR Details > Edit CSR > Need help with your CSR?

4. After entering all of the domains for this certificate, click **Next**.

- On the **Contact Information** page, enter the *organization contact* and *technical contact* information. The organization contact and technical contact can be the same person.

Note: The organization contact’s address must match that of the organizational entity for which the certificate is being issued.

- If you selected a Multi-domain EV Certificate, enter the *higher authority* information. The Higher Authority is a person who has the authority to attest that the organizational contact and technical contact are authorized to order the certificate on behalf of your organization.
- After all contacts have been added, click **Next**. If the **Next** button is not available, it is because a required field is empty. Review all contacts to ensure there is no missing information.
- In the **Domain Validation** section, select the validation method that suites your company’s needs. Select the method to see an explanation of the method in the interface. If you select **Contact me (Manual)**, authentication can take several days.
- In the **Website Security, by SiteLock** section, select a domain for *SiteLock* to scan. If you do not need additional malware scanning, select **Decline Malware Scanning**.
- Under **Next Steps**, do one of the following:

If you...	Then...
Enter the mobile phone number of the technical contact.	When the technical contact tries to access <i>Entrust Certificate Services</i> , they’ll be asked for a one-time password (OTP), which is sent in a text message to this number.
Do not enter a mobile phone number.	The technical contact will be asked to set up a grid or soft token, which can later be used instead of a mobile phone to log in to Entrust Certificate Services Lite. A grid or token involves more setup steps than a mobile phone.

- Click **Next**.
- On the **Payment** page, enter billing information.
- Select **I’m not a robot**.
- Accept the subscription agreement.
- Click **Buy Now**.
- Review the **Thank you** message which contains your order number.

After submitting your order

- Entrust *validates* your order. If you selected manual validation, this may take several business days.
- The contacts receive several emails. Ensure they complete the tasks in each.

If you did not submit a CSR

You can submit a CSR after your order is placed by following the instructions in the email acknowledging the order or by setting up an SSL Lite Account and entering it there. SSL Lite allows you to purchase, track and manage certificates if you do not need an ECS Enterprise Account.

Glossary

Term	Definition
CSR	Certificate Signing Request. An encrypted block of text generated on the web server where the certificate will be used. A prerequisite for an SSL certificate.
Domain	Your server's domain, such as example.com. Domains that you specify are protected by the certificate.
Entrust Certificate Services	A web-based platform that simplifies certificate management with 24x7 access to detailed technical insights for end-to-end lifecycle management of all of your digital certificates. Your technical contact is given access to this application when you order.
Higher authority	A contact required for EV orders. This individual is asked by Entrust Datacard to confirm the identity of the other contacts. The higher authority is usually the direct manager of the organization or technical contact, a company executive, or legal council.
Organization contact	This individual is notified when a certificate is issued, and is asked to authorize the technical contact.
SAN	SubjectAltName. This is an extension to a certificate where you can add more domains, beyond the main one.
SiteLock	A service that scans one of your domains for malware and other problems. SiteLock records the issues in a report that you can view online.
Technical contact	This person receives the certificate when it is issued, and is notified about certificate renewals and updates. The technical contact is typically responsible for the daily operation of your web server.
Validation	A process by which Entrust verifies the information you submitted with your order.