DELEGATED ADMINISTRATOR SECURE CERTIFICATE SUBMITTAL

This Submittal is required prior to the start of work and should be attached to the Service Request. Refer to the Secure Certificate Guideline for service details. Failure to accurately complete the items below may result in delays. Questions regarding this submittal can be directed to Certificate_Services@state.ca.gov.

1. Provide contact Information for delegated administrator(s). Additional administrators may be specified in the Service Request.

	Administrator 1	Administrator 2
Full Name:		
Department:		
Email Address:		
Phone Number:		

2. Specify the type(s) of certificates that you would like to issue.

   ☑ SSL/TLS ☐ Extended Validation

   ☐ Code Signing ☐ Wildcard (security exception required)

   Please Note:
   - Extended Validation (EV) certificates require an additional vendor validation process for each certificate issued. The customer is responsible for working with Comodo to obtain EV certificates.
   - Approval to issue wildcard certificates from an approved 3rd level domain requires an approved CDT security exception: Information Security Exception Request Procedure

3. List the domains and/or URLs requested. To indicate domains, preface with an asterisk (ex. *.dts.ca.gov). Access cannot be granted to root domains (such as *.ca.gov); however, access can be granted to specific URLs that reside in root domains (ex. sft.ca.gov). CDT will attempt to verify ownership of domains and URLs. Delays may occur if domain or domain name ownership is unclear.