

※ As the entries are mandatory, please do not leave any field empty.

Name (Applicant)	※	Resident registration No.	※
Phone	※	Fax	
E-mail	※	Cell phone	※
Address	※		
Certificate grade	<input type="checkbox"/> Platinum (universal) <input type="checkbox"/> Gold (Securities/insurance) <input type="checkbox"/> Silver (sites only)		
Description	<input type="checkbox"/> New issuance <input type="checkbox"/> Re-issue <input type="checkbox"/> Suspension <input type="checkbox"/> Recovery <input type="checkbox"/> Revocation <input type="checkbox"/> Information change		
Reason for application			

※ Required documents

- One original personal certificate application form
- A copy of the consent to the collection, provision and use of personal information
- Certificate of alien registration

※ You can have certificates issued after going through the identification procedure at this center or the registration agency.

I apply for my digital signature certificate at the KOSCOM Certification Center as above. I am fully familiar with the Certification Practice Statement with regard to the new certificate issuance, re-issuance, suspension, restoration, revocation, information change, update and use of certificates, and I promise to comply with the provision concerning subscribers' responsibilities and rights, and the use of certificates.

. . . 20__ / Name (applicant): (signature)

Public certificate confirmation field

Name (applicant)	※ mandatory field	Signature (autograph)	※ mandatory field
<p>[Caution]</p> <ul style="list-style-type: none"> - If you are applying for a personal certificate, you must enter your own name and signature. - You cannot have an agent apply for certificates or go through the face-to-face identification. 			

◆ This space is for the registration agency [or KOSCOM SignKorea]. Do not write in this space.

Confirmed by (certification authority)	Do not fill in this field.	Signature (autograph)	Do not fill in this field.
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❖ Tips for subscribers

1. (User agreement) KOSCOM Certification Center (hereinafter referred to as SignKorea) shall apply the subscriber agreement of SignKorea to those subscribers who want to use the digital signature verification key (hereinafter referred to as verification key) certificate (hereinafter referred to as certificate), and you may view or receive the agreement.
2. (Identification) If necessary for the issuance, use, renewal, re-issuance, suspension or revocation of certificates, or changing information, SignKorea may collect the personal information of applicants or corporate applicants (hereinafter referred to as subscriber), and subscribers shall approve it by affixing a signature or seal to the certificate application form (hereinafter referred to as application form).
3. (Generation of a unique name) SignKorea may apply the distinguished name policy of SignKorea and make a unique distinguished name.
4. (Processing period) In principle, SignKorea shall process certificate application forms it receives immediately. However, it may be delayed for such reasons as natural disasters and force majeure.
5. (Management of reference number/authorization code) The reference number is recorded in the certificate registration confirmation received by the subscriber, and the authorization code is important information uniquely assigned to each subscriber. If they are lost before the certificates are issued, certificates may not be safely issued. If the reference number/authorization code are lost before the certificate is issued, the subscriber must immediately report it to the registration agency (from where you received the reference number/authorization code) or to SignKorea.
6. (Generation and storage of generating keys) Subscribers are responsible for the generation and storage of generating keys, and if generating keys are exposed or lost, subscribers must immediately report it to the registration agency or SignKorea. If generating keys are lost due to subscribers' negligence and illegal use, they shall be held responsible.
7. (Storing certificate issuance information) In case certificate issuance information of subscribers is damaged, or the device for storing certificate issuance information is lost or damaged, subscribers are obligated to safely store their own certificate issuance information.
8. (Suspension and revocation) In accordance with Paragraph 1 of Article 18 of the Digital Signature Act, SignKorea may receive subscribers' requests for suspension or revocation, or arbitrarily revoke certificate.
9. (Refund) If subscribers use the reference number/authorization code to fill out the refund request form and requests a refund before the certificate is issued, SignKorea may refund related expenses. (See annex #6 "refund request form.")
10. (Compensation for damage) SignKorea is insured against accidents of certificates occurring due to encryption and digital signatures in all electronic transactions among certificate subscribers and the other parties trusting the certificates, and shall compensate for any loss sustained by the negligence of SignKorea using the insurance.
11. (Subscribers' obligation to report) If accidents, which subscribers are obligated to report, occur, subscribers shall be responsible for damages caused by late reporting.
12. (Exemption) SignKorea shall not be responsible for the inability to use certification service, functional errors or resulting damages due to subscribers' errors in operating computers, errors in business transactions, or the special nature of the H/W and S/W of subscribers' computer systems. SignKorea shall not be responsible either for damages due to the delay in public certification service or inability to provide this service caused by uncontrollable computer errors, communication failures, natural disasters and other external factors.

Consent to the collection, provision and use of personal information

To provide public certification service, KOSCOM SignKorea collects personal information, and notifies what personal information items we collect according to related laws. So please consent to the provision of personal information to people who trust certificates.

Agreement to the collection and use of personal information	Agreement to the provision of personal information to a third party
<p>● Collected personal information items</p> <p>A. Personal information items that can be processed without the consent of subscribers</p> <p>According to Subparagraph 2 of Paragraph 1 of Article 15 of the Personal Information Protection Act, and Article 15 of the Digital Signature Act, we may collect the following minimum information necessary for providing public certification service without the consent of the subscriber.</p> <ul style="list-style-type: none"> - subscriber Name, subscribers' unique identification information (resident registration number, passport number, foreign registration number, etc.) <p>B. Personal information items requiring consent</p> <ul style="list-style-type: none"> - Subscriber contact info: address, phone number, Cell hone number, E-mail - Information on devices for checking illegal issuance of certificates and prevention of illegal use: IP and MAC address <p>According to Paragraph 5 of Article 22 of the Privacy Protection Act, when processing the personal information of subscribers less than 14 years old, we must obtain the consent of their legal guardians. In this case, we may directly collect the minimum information necessary for obtaining the consent of their legal guardians without the consent of the legal guardians.</p> <p>● Purposes of collecting and using personal information</p> <ul style="list-style-type: none"> - Issuance and management of public certificates - Information on public certificate expiration dates (information on renewal) - Payment and settlement of public certificate fees - Monitoring of illegal issuance and use of public certificates <p>● Personal information retention and use period</p> <ul style="list-style-type: none"> - We shall safely store personal information for 10 years as stipulated in Article 22 of the Digital Signature Act (management of records regarding certification), and if the storage period expires, we will immediately destroy it. <p>Subscribers have the right to refuse to consent, and if they do not consent to the collection of the minimum information necessary for providing certification service, they may not be able to use certification service.</p> <p style="text-align: center;">I consent to the collection and use of personal information.</p> <p style="text-align: center;">Name (signature)</p>	<p>● Recipient</p> <ul style="list-style-type: none"> - Other certification authorities: KICA, Crosscert, Korea Trade Net, Korea Financial Telecommunications & Clearings Institute, Crosscert - Registration agency: ITNade, FromNow, Shinsegae I&C, Speednet - Payment Gateway: KSNNet, Inicis, Korea Information & Communication, Mobilians - KOSCOM ISAC, Korea Post, POSTOPIA, etc. <p>● Purposes of use</p> <ul style="list-style-type: none"> - Public certificate application and use - Public certificate management, counseling and marketing - Payment and settlement of public certificate fees - Information on public certificate expiration dates (information on renewal) - Prevention of illegal issuance and illegal use of public certificates, etc. <p>● Provided personal information items</p> <ul style="list-style-type: none"> - All personal information items collected in connection to issuance of public certificates · Subscriber name, subscribers' unique identification information (resident registration number, passport number, foreign registration number, etc.) · Subscriber contact info: address, phone number, cell hone number, E-mail · Information on devices for checking illegal issuance of certificates and prevention of illegal use: IP and MAC address <p>● Retention and use period</p> <ul style="list-style-type: none"> - We shall safely store personal information for 10 years as stipulated in Article 22 of the Digital Signature Act (management of records regarding certification), and if the storage period expires, we will immediately destroy it. <p>Personal information shall not be provided to a third party without subscribers' consent. Subscribers have the right to refuse to consent, and if they do not consent to the collection of the minimum information necessary for providing certification service, they may not be able to use certification service.</p> <p style="text-align: center;">In consent to the provision of personal information to a third party.</p> <p style="text-align: center;">Name (signature)</p>

[Caution]

1. You must sign both the “agreement to the collection and use of personal information” and the “agreement to the provision of personal information to a third party.”