



YOUR ENERGY | OUR SOLUTIONS

OATI webCARESSM

OATI web-based Certificate Administration, Renewal, and Enrollment Service

webCARES Business Representative Application Form

To become an OATI webCARES subscriber, each applicant must complete the OATI Subscriber Identification and Verification Procedure (SIVP). The OATI SIVP will ensure that every user of the webCARES system is a recognized and trusted user. To begin the SIVP process, please complete the form below, print the completed form, and mail the original to webCARES Support at OATI.

Once verified, a Security Officer uses webCARES as a Corporate Certificate Authority, and is responsible for creating, distributing, revoking, renewing, and archiving digital certificates across your organization. This includes device and end user certificates. For these reasons, OATI strongly recommends at least one Security Officer be selected from the organizations' IT or Security Department. This will ensure technical competency, enterprise wide coordination (i.e. webCARES becomes the Certificate Authority for all digital certificate needs), elimination of duplicate certificates, and the highest level of security within your organization.

For more information relating to the OATI webCARES and the responsibilities of becoming a subscriber, please see the OATI Certification Practice Statement at www.oaticerts.com/repository.

Please mail the completed original* form to:

OATI webCARES Support
2300 Berkshire Lane North, Mail Drop F
Minneapolis, MN 55441

*Changes to an existing form can be faxed to
(763) 201-5333

Company Information (all fields mandatory):	
Company: _____	
Department: _____	
Street Address: _____	
City: _____	State/Province: _____
Zip/Postal Code: _____	Country: _____
Phone Number: _____	Fax Number: _____
Federal Employer ID Number ¹ : _____	DUNS Number ² : _____
NERC Entity Code: _____	Web Address: _____
Reason for Application (check all that apply): <input type="checkbox"/> New/Replace Backup Security Officer <input type="checkbox"/> Modify SO Info <input type="checkbox"/> Modify BSO Info <input type="checkbox"/> webCARES Entity Code: _____	
<input type="checkbox"/> New OATI Customer <input type="checkbox"/> New/Replace Audit Officer <input type="checkbox"/> Modify AO Info <input type="checkbox"/> Other: _____	
<input type="checkbox"/> New/Replace Security Officer <input type="checkbox"/> Modify Company Info <input type="checkbox"/> Add Org. Unit: _____	
Purpose of certificates (i.e., Tagging, OASIS, etc.):	

¹ For Canadian Organizations, the Canadian Business Number may be substituted for the U.S. Federal Employer ID Number.

² The number representing an Organization in the Dunn & Bradstreet Database (www.DNB.com).

Security Officer (SO) (all fields are mandatory): OATI recommends SOs be chosen from the IT or Security Department.

IMPORTANT: A Security Officer is responsible for creating, distributing, revoking, renewing, and archiving digital certificates across the organization. For these reasons, OATI strongly recommends Security Officers be selected from the corporate IT or Security department. Please see the webCARES CPS at www.oaticerts.com/repository/OATI-webCARES-CPS-Vers1-1.pdf for additional information.

Name First Middle Last

Job Title Already has a webCARES certificate? (Yes/No)

E-Mail

Work Address State/Province

City Country

Zip/Postal Code Work Fax

Work Phone SO Being Replaced

I have applied for an OATI Digital Certificate. Such application is subject to verification of all information contained on it. I authorize you to provide to Open Access Technology International, Inc. (OATI), any and all information and documentation requested. Such information may include, but is not limited to: name, address, DUNS, and EIN/BN. If you do not sign below, then OATI cannot begin the procedure of verifying you as a user for access to the OATI webCARES system.

SO's Signature Date

SO's Supervisor

Work Phone Email Address

SO's Supervisor's Signature Date

Optional Backup Security Officer (BSO) (all fields are mandatory if a BSO is chosen):

IMPORTANT: A Backup Security Officer is responsible for creating, distributing, revoking, renewing, and archiving digital certificates across the organization. For these reasons, OATI strongly recommends Security Officers be selected from the corporate IT or Security department. Please see the webCARES CPS at www.oaticerts.com/repository/OATI-webCARES-CPS-Vers1-1.pdf for additional information.

Name First	Middle	Last
Job Title	Already has a webCARES certificate? (Yes/No)	
E-Mail		
Work Address	State/Province	
City	Country	
Zip/Postal Code	Work Fax	
Work Phone	BSO Being Replaced	

I have applied for an OATI Digital Certificate. Such application is subject to verification of all information contained on it. I authorize you to provide to Open Access Technology International, Inc. (OATI), any and all information and documentation requested. Such information may include, but is not limited to: name, address, DUNS, and EIN/BN. If you do not sign below, then OATI cannot begin the procedure of verifying you as a user for access to the OATI webCARES system.

Backup SO's Signature	Date
Backup SO's Supervisor	
Work Phone	Email Address
Backup SO's Supervisor's Signature (if BSO chosen)	Date

Optional Company Audit Officer (AO) (all fields are mandatory if an AO is chosen):		
IMPORTANT: An Audit Officer is responsible for tracking and verifying the actions taken by the Security Officers.		
Name First	Middle	Last
Job Title	Already has a webCARES certificate? (Yes/No)	
E-Mail		
Work Address	State/Province	
City	Country	
Zip/Postal Code	Work Fax	
Work Phone		
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Audit Officer's Signature	Date	

Authorized Agent (AA) (all fields are mandatory if no previous signature can bind your company into a contract):	
IMPORTANT: If no Supervisor is authorized to bind your company in contract, please specify the necessary information for an authorized agent of your Company below:	
Authorized Agent	
Work Phone	Email Address
Authorized Agent's Signature (if necessary)	Date