

Once your IdenTrust certificate has been approved you will receive an email from IdenTrust stating that you need to retrieve your certificate. You will need to login to IdenTrust by following the instructions in the email.

Don't for	et to retrieve your IOC Certificate! Account Number
	-
	Dear the state of
	Thank you again for choosing idenTrust for your certificate needs.
	REQUIREMENT: Retrieve your certificate promptly
	We wanted to take a minute to remind you to refere you to their tout tillulai (Common (IOC) Certificate before your retrievel protein septement in an effort to produce a high level of associty, see will only allow you to retrieve (downida) you certificate within 100 days from the day you propersion kass signed by the notary or Trusted Agent. Failure to releave within those 30 days will result in your certificate level proceeding compared and the second or you would them need to restart the process from the leginning. This would man energing and partyring to a new conflicate, as well as vourding any required perform.
	Your account number is 3
	Your activation code is 8
	To retrieve the certificate, please go to the following URL:
	 Open Revenue of a fit is manufactured activities (minimum). The minimum activities only in control with the Account presented by (a) doing the tables regulated at presents. Minimum activities (minimum).
	*NOTE: The certificate cannot be downloaded using Microsoft Edge, please use an alternate browser (IE, Chrome, etc.)
	You will be prompted to enter your Activation Code listed above, and the Account Password set up during the online registration or renewal process Fallow the prompts to retrieve the certificate.
	If you need assistance or have questions regarding your digital certificate, please view our support website at <u>www.idenTiont.com/support</u> .
	Thank you again for choosing IdenTrust as your trusted source in identity verification.
	Sincerely.
	IdenTrust Registration Department
	(6100)

Once you are logged into the site you will see the below screen. You will need to click 'I'M READY – PLEASE CHECK IF MY SYSTEM IS READY'



You will need to accept the subscriber Agreement - Click 'NEXT'





Retrieval App Authentication - Click 'IdenTrust Retrieval Application'.



This will download an exe file to your browser window – you will need to click the file to launch the Authentication App.

17 (P 1794)	IdenTrustRetrievalexe	^
----------------	-----------------------	---

You will need to drag the 'KEY' to the "LOCK'

Netrieval App Authentication 1. DOWNLOADS and open the identrust Retrieval Application 2. Drag and drop your Retrieval Key onto the Retrieval Application to compare the retrieval Application Vour Retrieval Key Vour Retrieval Key Tr click COPY KEY and paste the key into the Retrieval Application COPY KEY		·	
1. DOWNLOADS and open the <u>Mentrust Retrieval Application</u> . 2. Drag and drop your Retrieval Key onto the Retrieval Application to the Vour Retrieval Key or click COPY KEY and paste the key into the Retrieval Application. COPY KEY	Retrieval App Authentication	Land IdenTrust Retrieval Application (v1.2.3.275)	×
2. Drag and drop your Retrieval Key onto the Retrieval Application to co Vour Retrieval Key Or click COPY KEY and paste the key into the Retrieval Application. COPY KEY	1. DOWNLOAD > and open the idenTrust Retrieval Application.	Authentication	
Your Retrieval Key or click COPY KEY and paste the key into the Retrieval Application. COPY KEY	2. Drag and drop your Hetrieval Key onto the Hetrieval Application to co	 Please drop your Retrieval Key onto the lock or paste the Retrieval Key you provided. 	u copied into the field
or click COPY KEY and paste the key into the Retrieval Application.	Your Retrieval Key		
COPY KEY	or click COPY KEY and paste the key into the Retrieval Application.	1	
	COPY KEY		
Retrieval Key: 1		Retrieval Key.	
NEXT >		NEXT +	P 2020 IdenTrust, Inc. All Rights Reserved



Signing Certificate

Generate Keys - Click 'GENERATE KEYS'



Creating a new RSA exchange key

Security Level - Choose High then click Next





Password – This is the password that you will use when you use the certificate to sign. Click **Finish**

Create a Password		×
	Create a password to	o protect this item.
	Create a new passw	ord for this item.
	Password for:	CryptoAPI Private Key
	Password:	•••••
	Confirm:	•••••
	< Back	Finish Cancel

Click OK

Creating a new RSA exchange key		
	An application is creating a Protected item.	
	CryptoAPI Private Key	
	Security level set to High Set Security Level	
	OK Cancel Details	



Encryption Certificate Download

Generate Keys - Click 'GENERATE KEYS'



Security Level – Choose High then click Next





Password – This is the password that you will use when you use the certificate to sign. Click **Finish**

Create a Password		×	
	Create a password to	o protect this item.	
	Constant and a second	and families it an	
	Create a new password for this item.		
	Password for:	CryptoAPI Private Key	
	Password:	•••••	
	Confirm:	•••••	
	< Back	Finish Cancel	

Click OK

Creating a ne	ew RSA exchange key	×
	An application is creating a Protected item.	
	CryptoAPI Private Key	
	Security level set to High Set Security Level	
	OK Cancel Details	

Your screen will now flash while installing your certificates.