Generating a P12 certificate with the QuoVadis KeyGen Tool

Important !

- Make sure you have activated your <u>TrustLink</u> account and have it available.

- When renewing a certificate, the signed forms must be present at QuoVadis.

STEP 1 – GENERATING PRIVATE KEY

Go to the following website with Google Chrome/Edge/Safari of Firefox: https://keygen.quovadissupport.nl Top right you can select the language.

I want to enroll for a new certificate.
 I want to create a PKCS#12 file containing my certificate and private key.
 Select "I want to enroll for a new certificate" and click "Next".

Generating your certificate request and private key

First we need a little information so we can create your certificate request and private key.



- Enter the domain here. If you don't know it, you can find it in your Trustlink-account under "My Organisations & Domains". Via <u>https://tl.quovadisglobal.com/subscriber/</u> you can log on to this account with the previous generated data.
- 2. Enter organisation (equal to chamber of commerce).

- 3. Click "I prefer to select my own password", enter a password here until the bar is no longer red. View the password by using the eye and write down the password. This password will appear on your certificate!
- 4. After saving or changing the password, choose "Create and download" (see below).
- 5. Your system will download 2 files. ATTENTION! If the key files are not downloaded please check if this notification is blocked by a spamfilter or the like. If not pleas ask QuoVadis for support.

The files will automatically appear in your download folder or you will be asked for confirmation. You will need the code (CSR) later in the manual, you can permanently copy the code so that it can be pasted later. It is preferable **not to close the current webpage** in order to speedup/facilitate the application. If the key.key file is not downloaded, do not continue! Start againor contact QuoVadis.



STEP 2 – GENERATING PUBLIC KEY CERTIFICATE

Now go to TrustLink <u>https://tl.quovadisglobal.com/subscriber/</u> and log-in with the previous made data.

Click "Request Certificate" or renew your certificate via "SSL Certificates Expiring" (You have also received a direct link by e-mail when renewing an existing certificate).

	₽	
Select Organisation:	V	
Select your organisation.		
	₽	
Select Policy Template:	V	

Select the needed template. There is usually only 1 here. If nothing is listed here, please contact QuoVadis by phone +31 (0)30 232 4322

r		
Validity Period		
1 Year	2 Years	1 V Months
OR		
□ Variable		
From	Certificate Creation Date	
To (dd-mm-yyyy)		
Select here the	ne duration for the	e certificate. If you renew an existing certificate via "SSL Certificates
Expiring" this	is already pre-fille	ed. Leave it on variable.

Server Platform OPTIONAL
Server Platform can be skipped, this is an optional field.

Enter your Certificate Signing Request: <u>Show Example CSB</u> -----BEGIN <u>CERTIFICATE BEQUEST</u>-----UGMYNZbmFhbTEcHBOGAIUEBMCTKvxEjAQ8g/WBAgMCVByb3ZpbmNpZTETMBEGAIUEBwwK UGMYNZbmFhbTEcHBOGAIUEgWTKvbgD3/ntW5pcZh02WUg0JSWLjECHBOGAIUEJwwTdm3vm3) Paste the tekst that you copied in step 1 into the CSR box as the example. If you cannot find this code, you can find the file with the text in your download folder, *yourdomainname*.csr. Copy everything and paste is in the window. Then press Continue. (When renewing an existing certificate, click submit instead of continue. You can then skip the next box.

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Certificate Content						
Important Note: We have updated our Privacy Notices relating to the use of the Trust/Link system. Click here for the Privacy Notice Highlights and click here for the full Privacy Notice.						
Field Name	From CSR	Updated Value				
Common Name:	voorbeeld.domein.nl	voorbeeld.domein.nl	•			
Organizational Unit:						
Organization:	Uw organisatie B.V.	 An example in the second s				
Locality:	Plaatsnaam	Page 1				
State:	Provincie	Utrecht				
Country:	NETHERLANDS	NETHERLANDS				
Serial Number:		00000003KvKnummer0000				
Subject Alt DNS Nan	ne: voorbeeld.domein.nl	voorbeeld.domein.nl				
Subject Alt DNS Nan	10:					

CSR Validated

You now get an overview of the certificate and the information that is required. You will now also see it as an additional Serial Number. Leave the numbers and replace the word **KvKnummer** by the actual kvk nummer or number or your chamber of commerce number. Then click Submit.

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You will now receive a notification based on what you have submitted. If this message is not in a green box, read it carefully and contact QuoVadis is necessary.

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If you want to complete the application as quickly as possible, we recommend that you call 0032 30 232 4320 option 3 and indicate that you would like to have your certificate approved. Otherwise the e-mail will follow automatically (usually the same working day). When renewing an existing certificate, we can only do this once we have received your original application form.

You will receive 2 e-mails from us, of which "Downloadinstructies Certificaat" is the mail needed to continue this manual.

STEP 3 - JOINING KEYS TO A .P12-CERTIFICATE



Open the e-mail and follow the downloadlink in this e-mail, you will come to a.

Choose the top download option("Server certificate for"). A file with the extension .crt will be downloaded. Pay attention to where it is stored.

You can now go back to the keygen.quovadissuport.nl window that you have left open. You can click on "I have my certificate". If you no longer have this window open or you now receive an error message / or an empty sceen then go to: <u>https://keygen.quovadissupport.nl/pkcs12</u>.

Choose the top box "upload" and select the file from your download folder, similar to: *yourdomainname*.crt with the following icon:

After uploading this file you can click on the file "Create and download the PKCS#12 (p12/pfx) file".



If you cannot continue and the following message is active: Ik wil de privésleutel handmatig laden then you must file yourdomainname_key.key from your download folder here. You can do this by pressing the upload button at the bottom of the page. A password will then be requested. This is the password that you have created and saved previously. You can continue.



You are ready!

pksc12.p12

A new file is now being downloaded. The name of the file is pkcs12.p12. This is the file that you need for your software packaget. **Save this well and do not click open**" If you do, you must follow the previous steps of the .key en het .crt file again. The file is provided with the previously created key password. Save the certificate and the password well! QuoVadis can't help retreiving these.