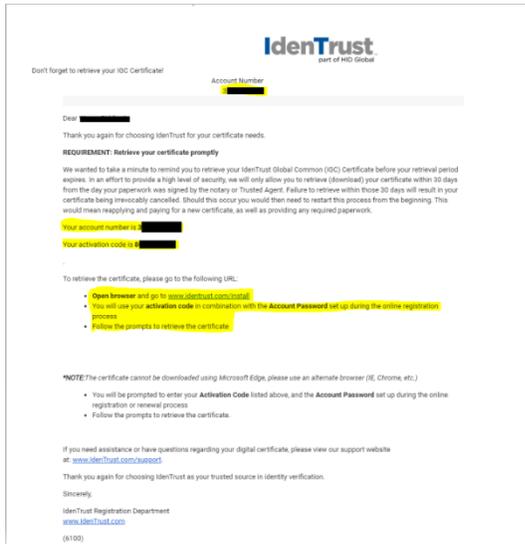
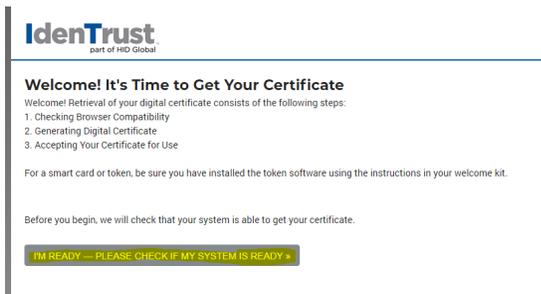


IdenTrust – Downloading Certificate

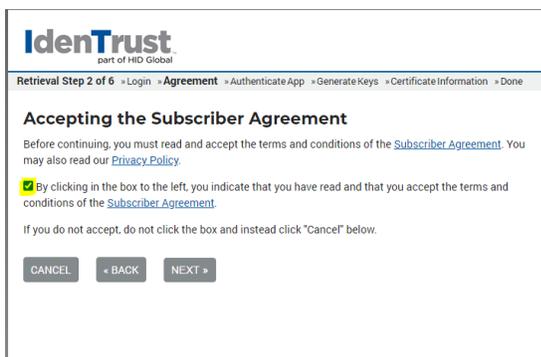
Once your IdenTrust certificate has been approved you will receive an email from IdenTrust stating that you need to retrieve your certificate. You will need to login to IdenTrust by following the instructions in the email.



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'



IdenTrust – Downloading Certificate

Retrieval App Authentication - Click 'IdenTrust Retrieval Application'.

Retrieval App Authentication

1. **DOWNLOAD »** and open the [IdenTrust Retrieval Application](#).
2. Drag and drop your Retrieval Key onto the Retrieval Application to continue.

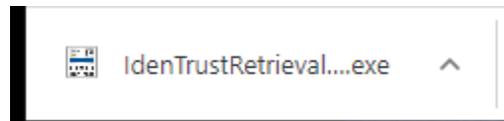
Your Retrieval Key



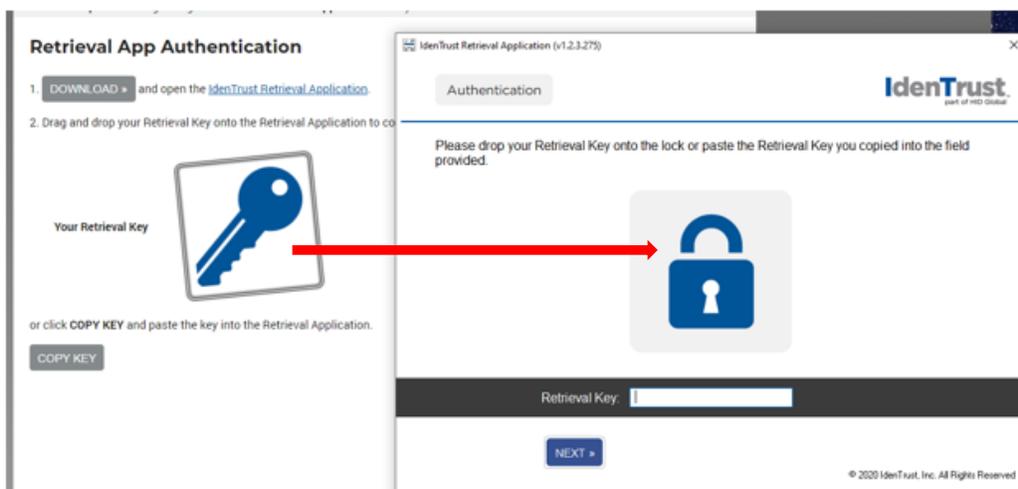
or click **COPY KEY** and paste the key into the Retrieval Application.

COPY KEY

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



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

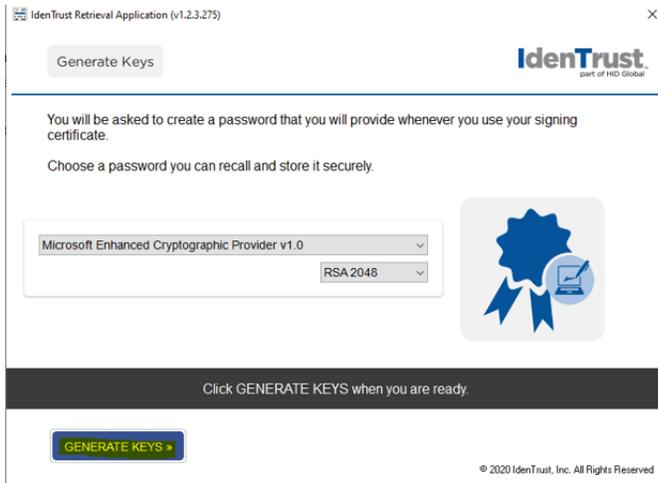


The image shows two overlapping windows. The background window is the 'Retrieval App Authentication' page, which contains a blue key icon labeled 'Your Retrieval Key' and a 'COPY KEY' button. The foreground window is the 'IdenTrust Retrieval Application (v1.2.3.275)' window, which has a title bar and a main content area. The title bar includes the IdenTrust logo and the text 'part of H2O Global'. The main content area has a header 'Authentication' and a message: 'Please drop your Retrieval Key onto the lock or paste the Retrieval Key you copied into the field provided.' Below the message is a large blue padlock icon. At the bottom of the window, there is a text input field labeled 'Retrieval Key:' and a 'NEXT »' button. A red arrow points from the key icon in the background window to the padlock icon in the foreground window.

IdenTrust – Downloading Certificate

Signing Certificate

Generate Keys - Click 'GENERATE KEYS'



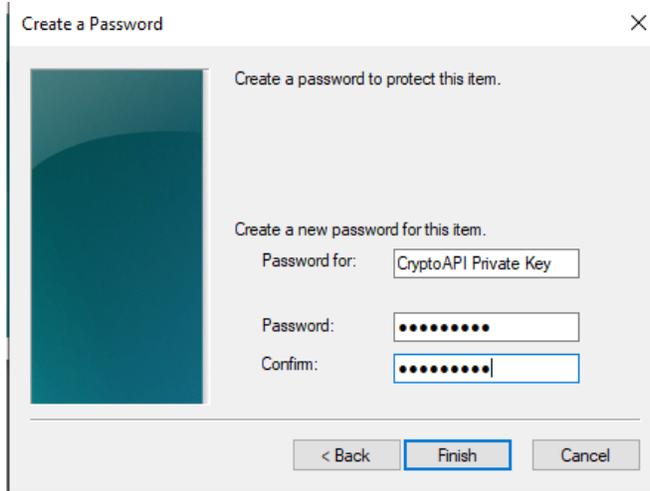
Creating a new RSA exchange key

Security Level – Choose **High** then click **Next**



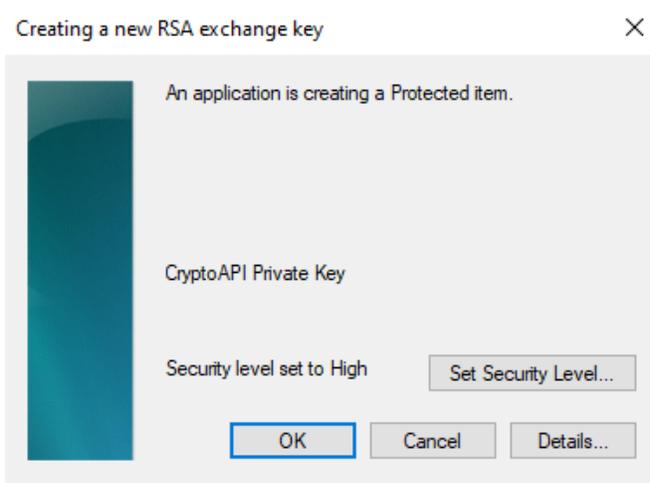
IdenTrust – Downloading Certificate

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



The screenshot shows a dialog box titled "Create a Password" with a close button (X) in the top right corner. The main text reads "Create a password to protect this item." Below this, it says "Create a new password for this item." There are three input fields: "Password for:" containing the text "CryptoAPI Private Key", "Password:" containing a series of dots, and "Confirm:" containing a series of dots. At the bottom, there are three buttons: "< Back", "Finish" (which is highlighted with a blue border), and "Cancel".

Click **OK**

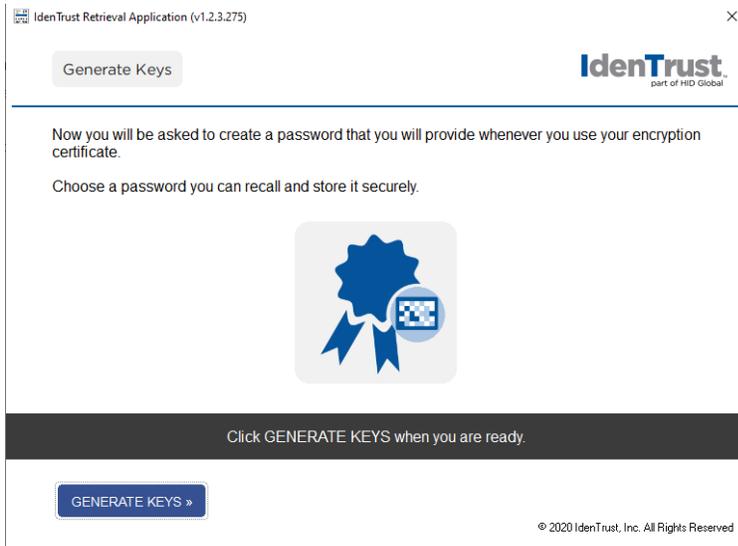


The screenshot shows a dialog box titled "Creating a new RSA exchange key" with a close button (X) in the top right corner. The main text reads "An application is creating a Protected item." Below this, it says "CryptoAPI Private Key". Underneath, it says "Security level set to High" next to a "Set Security Level..." button. At the bottom, there are three buttons: "OK" (highlighted with a blue border), "Cancel", and "Details...".

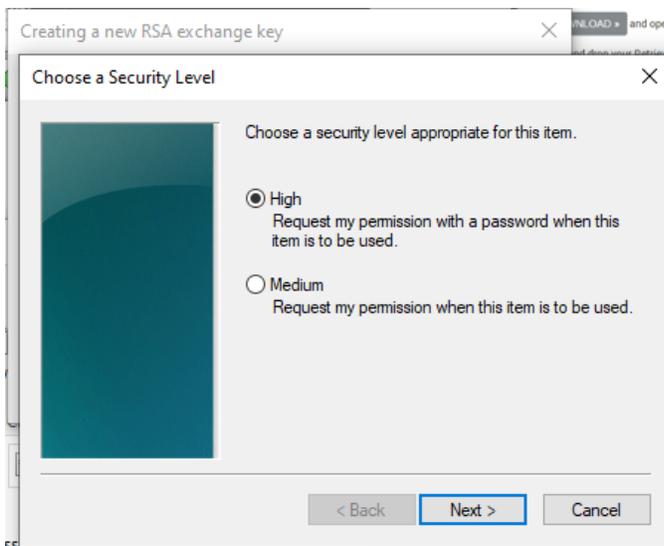
IdenTrust – Downloading Certificate

Encryption Certificate Download

Generate Keys - Click 'GENERATE KEYS'

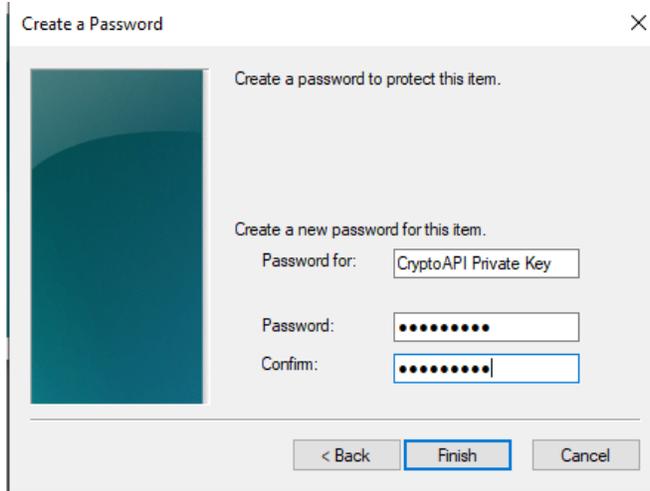


Security Level – Choose High then click Next



IdenTrust – Downloading Certificate

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



Click **OK**



Your screen will now flash while installing your certificates.