**Certification Request Form**

Please fill out all relevant fields in this form and attach to your request email, as answers to these questions are essential for any subsequent steps including cost estimates.

Send all requests, questions, and other certification related matters to:

*EY CertifyPoint – Americas:* certifypoint.americas@ey.com.

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| **Organization Information** |
| Organization / company name:  |       |
| Mailing address:  |       |
| Website:  |       |
| Primary corporate location or location where team supporting the potential certification work is based: |       |
| Parent company (if applicable):  |       |
| Subsidiary companies (if applicable):  |       |
| Ownership type (e.g., LLC) |       |

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| **Contact Information** |
| Name of person we should coordinate with:  |       |
| Title:  |       |
| Phone Number:  |       |
| Email Address:  |       |
| Other contact information (e.g., preferred contact method, different time zone from organization address, etc.), if applicable:  |       |

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| **Service and/or Business Information:** |
| Please provide a brief description of the organization, service, or business line which the requested certification would cover:  |       |
| Please provide any relevant market information, such as target industries, key customers, outsourced processes, etc.: |       |

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| **Certification Request Information** |
| What standards are being pursued as part of this request (e.g., ISO 27001, 27018, 9000, SOC 2, SOC 3)? Please list specific ISO standards and any other relevant certifications or third party reports: |       |
| Would you be potentially requesting EY to perform audit services, implementation, readiness services (gap assessment), and/or a combination of those services?  |       |
| What existing certifications (e.g., ISO 27001, CSA STAR) or third party reports (e.g., SOC 2 – Security) does your organization currently have (if applicable)? |       |
| If this is the first time you are seeking a certification or a third party report, have you performed a readiness / gap assessment?  |       |
| Are there any other related compliance programs to take into consideration, either already in place or planned? |       |
| Are there any other regulations, laws, or country-specific compliance considerations to take into account (e.g., HIPAA, EU Data Protection, NIST, GxP, etc.)? |       |
| Does the service or business for which certification is being requested perform any data processing? If so, please provide any details including type(s) of information (e.g., PII): |       |
| Please provide any information on the desired certification timeline, including any internal or external factors that are affecting this timeline: |       |
| Do you have any cost expectations or limitations for the potential certification work by EY based on budget, estimates previously provided by other vendors, etc.? If so, would you be willing to provide details or a rough range? |       |

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| **Certification Scope Information** |
| For the service(s) or business to be certified, what are the relevant organizations or teams responsible for maintaining the service, the management system(s), and any related controls (including supporting teams such as HR, Legal, IT, etc.)? |       |
| How many employees and contractors are currently within the organization as defined by the above question? |       |
| How many offices do the employees and contractors supporting the organization (from the questions above) work out of? Please provide any information on geographies or specific cities if able: |       |
| How many applications support the service(s) or business being certified? Please provide any details on these application and the IT platforms and infrastructure supporting them you can: |       |
| How many data centers or server locations do the applications supporting the organization (from the question above) operate out of or store data in? Please provide any information on geographies or specific cities if able: |       |
| Are there any third parties, hosting providers, or other outsourced providers (e.g., Rackspace, Amazon Web Services, Iron Mountain, etc.) that perform processes on the organization’s behalf that would be in scope for this work? If so, in what capacity? |       |

Please send this completed form along with all requests, questions, and other certification related matters to certifypoint.americas@ey.com.

For contacts related to services outside the Americas, please visit the [global Contacts page](http://www.ey.com/GL/en/Services/Specialty-Services/CertifyPoint/CertifyPoint---Contacts).