

Purchasing an ECA Certificate is Easy

When purchasing an ECA digital certificate, individuals must have their identity verified in accordance with the DoD ECA Certificate Policy.

Documents Used in the Identity Verification Process Must Be Valid

Valid identification documents are those which are not expired. Depending on the type of certificate you purchase, valid documents are presented to the notary public, IdenTrust Registrar or an authorized Trusted Correspondent performing the in-person confirmation of identity.

Applicants will be required to provide the person performing the in-person verification of identity with two official identification documents issued by government authorities, at least one of which must be a photo ID. One of these documents must also confirm the applicant's citizenship.

- A notary public may assist in performing identification verification of applicants who are applying for an ECA Medium Assurance certificate or ECA Medium Token Assurance certificate.
- An IdenTrust Registrar is an IdenTrust employee authorized to complete in-person verification of identity for the ECA Medium Assurance certificate, the ECA Medium Token Assurance certificate and the ECA Medium Hardware Assurance certificate. To schedule an appointment, please call our Customer Support Helpdesk at (888) 882-1104. We are available to provide identity confirmations in these areas: https://identrust.com/certificates/eca/eca_locations.html
- An authorized Trusted Correspondent is an individual appointed by an organization and approved by IdenTrust to perform identity verification for individuals within their organization. The Trusted Correspondent may perform verifications for certificate requests of the same or lesser assurance level than the certificate that they possess.

To learn more about the IdenTrust Trusted Correspondent Program please visit our website: https://identrust.com/pdf/ECA_Trusted_Correspondent_Brochure.pdf

Two of the three boxes on the “Part 2: In-person Identification Form” must have all identification information filled in completely.

Acceptable forms of identification include those shown below.

List A: IDs to Confirm Identity and Citizenship

- U.S. passport
- U.S. certificate of naturalization
- Certificate of citizenship issued by USCIS
- Passport issued by country of citizenship

List B: Government-Issued Photo ID to Confirm Identity

- Federal-issued driver's license
- State-issued driver's license or ID
- U.S. federal government employee ID
- DoD Common Access Card (CAC) with photo

List C: U.S. Citizens Only, to Confirm Identity and Citizenship

- Certified birth certificate issued by city, county or state of birth
- Certification of Report of Birth (DoS form DS-1350)
- Consular Report of Birth Abroad (DoS form FS-240)

A Few Important Notes

- The forms of identification provided must be free of any apparent defect on their face. The photograph must be recognizable as belonging to the applicant.
- In the event of a name change, please also present an original or a notarized copy of the documentation authorizing the name change (i.e., marriage certificate, divorce decree or court-issued name change documents) and include a copy with the Forms Packet when submitted for processing.

ECA policy requires that you retrieve your certificate within 30 days from the date your forms are signed. If you are not able to complete this process and retrieve your certificate before that time elapses, your application will be cancelled and you will need to start the process again from the beginning. Before starting your application, please ensure that you will be able to complete all steps within 30 days.

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