

## EXPORT LICENSE DATA SUBMISSION FORM INSTRUCTIONS

The following information is required to review for export licensing and processing, as required, an export, transfer, or use license application with the [United States Department of Commerce, Bureau of Industry & Security](#) in accordance with the [U.S. Export Administration Regulations](#).

### Who May Complete This Form:

This form must be completed by the End-User or authorized Fortinet Partner. **Fortinet employees may assist the Partner or End-User but may not submit this form.**

### When Should This Form be Submitted:

This form should be submitted when you are advised by Fortinet's Global Trade Compliance Department that an export, transfer, or use license may be required for a Sales Order with a named end-user. You may also submit this form for review in advance of receiving a PO for orders where it is expected the end-user will be licensable – i.e. foreign government, proliferation supporting activities, etc.

Please contact us at [exportalert@fortinet.com](mailto:exportalert@fortinet.com) for special instructions if no valid Sales Order exists (for example, a request to bid).

**IMPORTANT INFORMATION: Licenses may not be amended. No additions or changes are permitted once the application is submitted to the Bureau of Industry and Security.**

- a) **Please confirm that all information entered is complete and accurate.** If the Fortinet Export License Data Submission Form is incomplete or if additional information is required, the End-User may be contacted directly, or your assistance may be required. In either case this will lengthen the time to process the license application.
- b) Provide all information in **English**. Submissions containing abbreviations, acronyms or a P.O. Box number will be considered invalid.
- c) Failure to provide complete and accurate information will cause your license application to be rejected.
- d) **Once filed, the United States Government may take 90+ days to process and approve application. (Average 6- 8 weeks) or longer. NOTE: Approval is not guaranteed.**

# FORTINET EXPORT LICENSE DATA SUBMISSION FORM

**Date:**

**Submitted by:**

**First and Last name**

**Title**

**Complete Company Name**

**Complete Address**

**City**

**Country**

**Postal code**

**E-mail address(es) of submitting party and all interested parties:**

Include all e-mail addresses to include in subsequent correspondence (i.e. Fortinet Salesperson, Sales Manager, Distributor contact, Reseller contact, System Integrator contact etc.)

Fortinet Sales Order Number:

Partner PO Number:

**Attach copy of PO or list product and quantity to be ordered here:**

If a bid check here:

## **End-User Identity and Function**

Are you a Government entity or will Fortinet products be intended for a Government end-user or end-use?

If YES, please select the primary function/role of the Government entity from the list below:

Utilities, Telecommunications or Internet Service Provider

Banking or Financial Institution (e.g., Credit Unions, Savings and Loans)

Transportation

Broadcast or Entertainment

Educational Organization

Civil Health and Medical Organization

Retail or Wholesale

Manufacturing or Industrial (Non-Military Items)

Environmental Regulation/Protection

Labor, Community or Social Services

Sports, Culture, Travel, or Tourism

Tax, Revenue or Finance (Country, State, City or Municipal)

Postal Services

Other, please specify

**Are you in an embargoed country\* or restricted\*\* destination or entity** Yes  No

\*Cuba, Iran, North Korea, Sudan, Syria

\*\*Country Group D:1 or E <http://www.access.gpo.gov/bis/ear/pdf/740spir.pdf>)

**Are you a Military entity or Defense Contractor?**

Yes  No

**If YES, complete the following** (If **NO**, continue with **Parties to Transaction** and complete the Export License Data Submission Form.)

**1. Complete the License Data Submission Form.**

**2. Complete a Non-Proliferation and Export Compliance Certification. Available at [http://www.fortinet.com/company/global\\_trade\\_compliance.html](http://www.fortinet.com/company/global_trade_compliance.html) or request from Fortinet's Global Trade Compliance Department at [exportalert@fortinet.com](mailto:exportalert@fortinet.com).**

**3. List all branches of the Military or Armed Forces that will use or have access to the network equipment.**

**Note: Defense Articles and Services**

Defense articles, defense services and technical data subject to control under defense laws and regulations, (e.g. the International Traffic in Arms Regulations) may not be transferred to persons, whether located in the United States or abroad, without a valid license or agreement approved by the applicable government authority. For additional information regarding defense article and service controls, please visit <http://www.pmdtc.org/reference.htm>.



**FORTINET EXPORT LICENSE  
DATA SUBMISSION FORM**

**COMPLETE INFORMATION, INCLUDING FULL NAMES AND ADDRESSES REQUIRED.**

**All Parties to Transaction:**

- a. Purchaser Name & complete address (Typically the Distribution Partner)
  
- b. Intermediate Consignee Name & complete address (Typically the Reseller, Integrator or other intermediary party)
  
- c. Ship to Name and complete address:
  
- d. End-User Name & complete address (The party who is receiving the benefit of the product, typically the install location, however if for MSSP install location may differ from beneficiary)
  
- e. **Installation Address** (Where the product will ultimately be installed.) If multiple sites, list all site locations with complete name/address/city/country. Make sure to include floor and room number.

***Keep in mind the U.S. Government may audit install locations, so all install locations must be identified.***

f. End-User URL address: (i.e. <http://www.enduser.com>)

g. End-User Contact Name:

h. End-User Contact Phone Number:

i. Detailed End use information:

*Note: Providing complete and thorough information will allow the U.S. Department of Commerce, Bureau of Industry & Security to process your application properly and efficiently. Incomplete, and vague or insufficient descriptions will cause delays.*

1. Describe the intended end use of Fortinet technology in detail.

2. Describe the project, programs, functions and services that the encryption products will support in detail.

j. Describe precisely the type of data that will be encrypted using Fortinet's technology (i.e. e-mail, web, internet traffic, etc.) in detail.

k. List all government agencies, ministries, departments, branches, and affiliates that will have access to the data transmitted over the network.

l. Describe any end user involvement with local, national, or international law enforcement agencies

m. **Submit this questionnaire to Fortinet's Global Trade Compliance Department at [exportalert@fortinet.com](mailto:exportalert@fortinet.com).**

**Reminder:**

**Once filed, the United States Government may process applications for up to 90 days (average 6 - 8 weeks). Approval is not guaranteed.**

## Government Regulatory Resources

### [Bureau of Industry and Security](#)

The U.S. Department of Commerce, Bureau of Industry and Security (BIS) has regulatory jurisdiction over all Fortinet products and technology. This web site provides access to a number of services including: regulatory guidance and access, seminars/training, and policy announcement.

### [Export Administration Regulations](#)

This is a link to Web-based U.S. regulations. Available in plain text or Adobe Acrobat (PDF) format.

### [General Prohibitions](#)

This is your direct link to the portion of BIS's regulations dealing with inappropriate users and end-uses.

### [Office of Foreign Asset Control](#)

The Office of Foreign Assets Control of the U.S. Department of the Treasury administers and enforces economic and trade sanctions against targeted foreign countries (e.g. Iran, Cuba, North Korea, Sudan, etc.), terrorism sponsoring organizations, and international narcotics traffickers based on U.S. foreign policy and national security goals.

## GENERAL INFORMATION REGARDING TRADE COMPLIANCE AND CONTROLS

**In order to properly screen and process orders, all Partners are required to:**

- 1) Provide complete end-user information. The more complete the information you provide, the more quickly we can review and process your order. Providing complete business name, address, line of business, and website is most helpful. For example, if you provide a name or acronym only, we often will have to contact you for further information to confirm who the end-user is, and their line of business, so we can determine what controls apply.
- 2) Provide the "EPCI", Non-proliferation and Export Compliance Certification
- 3) Provide Export License Submission Data form for all licensable orders, to initiate export license processing, or a copy of the export license, if you have obtained the license, prior to order release.

**A quick summary of U.S. Export Controls (note hyperlinks in blue):**

Fortinet product is controlled under [U.S. Export Administration Regulations](#), administered by the [U.S. Department of Commerce, Bureau of Industry & Security](#). When exporting, or re-exporting Fortinet products (hardware, software & technology) from any location worldwide, U.S. export controls apply.

Additionally, there are restrictions on sending Fortinet product & technology to:

- [Comprehensive embargo and/terrorist countries](#)– Cuba, Iran, , Iraq\* , Libya, North Korea, Sudan, Syria (\*no longer embargoed, still highly controlled)
- [Additional sanctions](#) - Burma/Myanmar, Zimbabwe and other countries as designated by U.S. Dept. of Commerce, Export Administration Regulations or Dept. of Treasury Office of Foreign Assets Control
- [Restricted parties list designees](#); or
- Entities involved [in military \(defense\)](#), or [proliferation related](#) (chemical, nuclear, biological, missile design, development, fabrication, operation, or training) activities.

The majority of our product is also controlled by [encryption regulations](#). This means that export license approval is required prior to export to [government end-users](#) in most countries, in addition to controls listed above.

An export license is NOT required for exports, under encryption regulations, to the following countries: Austria, Australia, Belgium, Cyprus, Czech Republic, Estonia, Denmark, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Japan, Latvia, Lithuania, Luxembourg, Malta, Netherlands, New Zealand, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland, United Kingdom. (This list subject to change.) Refer to [Supplement No. 3 to Part 740](#) of the Export Administration Regulations).

Under our terms of sale, any person or entity exporting or re-exporting Fortinet products directly or indirectly and via any means, including electronic transfer, is wholly responsible for doing so in accordance with the U.S. Export Administration Regulations and the laws of host countries, including screening for restricted parties, end-users, end-uses and obtaining export licenses as required.

**Why is this important?** Failure to do so can lead to significant fines, penalties or loss of export privileges. Please visit the [Office of Export Enforcement](#) web page or the brochure "[Don't let this happen to you](#)" for details.

Any questions? Please contact [exportalert@fortinet.com](mailto:exportalert@fortinet.com)

We look forward to working with you!