



Becoming an Issuer on Velocity Network™



Velocity Network™ is the world's network for verifiable and trusted career credentials, designed for the digital age. It's powered by blockchain technology, making it trusted, private, and effortless for people to take ownership of their career credentials, choose whether to share them, and decide how that data is used by others. Velocity Network™ is a free, public, and inclusive utility layer that will support better pathways between education and employment and better mobility across the labor market.

One of the pillars of Velocity Network™ is trust. Velocity Network™ is a public permissioned network, and to ensure trust is maintained, it is imperative that everyone knows, with certainty, that all credential issuers are precisely who they say they are. Therefore, any organization that wants to issue credentials on Velocity Network™ must complete two short processes:

Complete a Know-Your-Business (KYB) process to ensure that the organization is who it claims to be and can be trusted by all other participants in the Network. To apply, organizations must file their application, providing the details listed in the first table below. The Registrar office then runs a due-diligence process verifying the identity of the organization.

Register the organization on the Velocity Network Registrar so that it is identified correctly as an active entity on the Network. On Velocity Network™, an organization is a business, non-profit, licensing body, or government department with a registration number with an authority such as Dunn & Bradstreet. This organization is identified on the Network by its DID (Distributed Identifier). All registered organizations on Velocity Network™ agree to make public some basic information about themselves, including a short description and logo to be discoverable and recognizable on the Network.



Complete KYB Process

The Velocity Network KYB form is available [here](#).

We recommend that you have the following information available in advance:

Property	Description	Example
Corporate Legal Name	The organization's legal, formally-registered name	ACME Ltd.
Corporate Website URL	The organization's website	https://www.acmecorp.com
Corporate Address	The street address where the company is headquartered	321 Central Park West New York, NY 10025
Corporate Residence Country	The country where the company is headquartered	US
Number of Employees	Approximate number of employees in the organization	75
Organization LinkedIn page	The organization's LinkedIn page URL	https://www.linkedin.com/company/kasy-tv/
Corporate – Identifier	Either a D-U-N-S Number, corporate LEI, or local country company registration ID	D-U-N-S® Number 012345678
Role on the Network	The role the organization will be taking on the Network	Credential Issuer
Administrator Name, Title & email	Full name, business title, and business email of the individual registering the organization	Adam Smith HR Operations Manager adam.smith@acme.com
Corporate Signatory Name, Title & email	Full name, business title, and business email of the individual who has the signatory authority within the organization to approve joining Velocity Network™	Michelle Young Chief Information Officer Michelle.young@acme.com

Once the form is completed, it will take the Velocity Network Foundation team 1-3 working days to complete the KYB process. We may reach out to the Administrator for additional information in the process.



Registering the Organization

Once you have successfully completed the KYB process, the Administrator listed on the KYB form will be invited to set up an account on the Velocity Registrar.

To register your organization on Velocity Network™, the Administrator will need to complete a form with the following information:

Property	Description	Example
Name	The name of the organization	ACME
Logo	A publicly-available URL to the logo of the organization	https://vignette.wikia.nocookie.net/looneytunes/images/5/56/Comp_2.jpg/revision/latest/scale-to-width-down/250?cb=20121102161419
Country	The ISO country code of the organization's headquarters	USA
State / Region	The ISO region code of the organization's headquarters	US-NY
Year Founded	The year the organization was founded	1970
Website	The organization's website	https://www.acmecorp.com
Email Contact	The contact email address for inquiries related to credentials on Velocity Network™	velocity@acmecorp.com
Phone Contact	The contact phone for inquiries related to credentials on Velocity Network™	1 212 435 6172
Service	The list of the services that the organization will be performing on Velocity Network™	As an Issuer, select "VlcCareerIssuer_v1"

Upon completing the registration process, the Administrator will receive two important items:

- Organization DID (Distributed Identity identifier)
- Private keys and other confidential information

Your system administrator will be required to maintain these safely and confidentially. You will be required to share some of the information with the SaaS vendor that serves as your end point for issuing.