

Contractual part



One step at a time

This is the **third step** in our connection plan. Don't rush and jump to our [step by step guide](#) if you got lost!

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This page will guide you through any contractual aspects that need to be taken care of prior to connecting your service to the production environment of SURFconext.

Introduction

Every time a user logs in via SURFconext, user-information is transferred from the institution, via SURFconext, to your service. Based on what you agreed, as a Service Provider you may receive data from the Identity Provider/Attribute Provider:

- for the authentication (the proof of authentication by the Identity Provider);
- for authorisation decisions within your service;
- about the group memberships of a user if such is required for cooperation and authorisation within the service provided;
- extra data from a user relevant to the service.

We basically have two situations:

- You are a SURF member (an institution): [please read here what to check for](#)
- In other cases, you most likely will need to sign a SURFconext connection agreement, see below.
 - SURF does not sign a data processing agreement (DPA, Dutch: verwerkersovereenkomst) with service providers: if a DPA is necessary, that needs to be signed between you as supplier of the service and every institution.

SURFconext Connection Agreement (Dutch: aansluitovereenkomst)

A contract needs to be signed before [promoting your service to the SURFconext production environment](#) to document rights and obligations of involved parties. You can download the template linked below to see in advance what the agreement entails.



1. **Alterations to the Connection Agreement are not permitted.** We believe every Service Provider is able to sign the contract as is.
2. **Don't sign the contract below!**
3. **Send a mail** to support@surfconext.nl and let us know you're ready to sign the connection agreement to start the process and receive a copy to sign. When you do so, supply us with the Name of you as Service Provider, the name of your service, the name of the person that is going to sign the agreement, the way of addressing the signee, the signees title (like "CEO"), the address of your organization, the telephone number of the signee and last but not least the mail address of the contact to send the contract to.
4. That's it for the contractual part: [continue with remaining steps!](#)

	Version	Template connection agreement
Dutch	1.05	Template aansluitovereenkomst SURFconext_v1.05_NL + brief.pdf (incl. aanbiedingsbrief)
English	1.05	Template Connection Agreement SURFconext_v1.05_EN + brief.pdf (incl. accompanying letter)

See [previous versions of the SURFconext Connection Agreement](#)

SURF members

For SURF members offering a service, the procedure is as follows:

1. Check if there is a relevant SURFconext contract.
If you are registered as a SURFconext Identity Provider ([check here](#)), you can assume this is done. In case of doubt, contact [support@surfconext.nl](#).
2. Adhere to the [SURFconext Privacy Policy](#).
3. Inform the person in your organisation responsible for SURFconext (role *SURFconextverantwoordelijke*) that you are going to connect a service to SURFconext. SURF needs explicit consent from the person with this role before your service can be connected.
4. That's it for the contractual part: [continue with any other steps left!](#)

Version-log

Previous versions of the documents on this page can be found below:

	Version	Template connection agreement	This version compared to the newer version (so you can easily see edits)	Replaced at date
Dutch	1.04	Template aansluitovereenkomst SURFconext_v1.04_NL + brief.pdf	[Compare Report] Template aansluitovereenkomst SURFconext_v1.04_vs_v1.05_NL + brief.pdf	5 dec 2018
English	1.04	Template Connection Agreement SURFconext_v1.04_eng-GB + brief.pdf	[Compare Report] Template Connection Agreement SURFconext_v1.04_vs_v1.05_EN + brief.pdf	5 dec 2018
Dutch	1.03	Template aansluitovereenkomst SURFconext_v1.03_NL + brief.pdf	Template aansluitovereenkomst SURFconext_v1.03_vs_v1.04_NL + brief.pdf	
English	1.03	Template Connection Agreement SURFconext_v1.03_eng-GB + brief.pdf	No change: we forgot to change a paragraph in article 11 in the Dutch version, making for a new version of the Dutch document. To keep version numbering of the NL and EN versions the same, we just upped the EN-version.	
Dutch	1.02	Template aansluitovereenkomst SURFconext_v1.02_NL + brief.pdf	Template aansluitovereenkomst SURFconext_v1.02_NL compared to v1.03.pdf	
English	1.02	Template Connection Agreement SURFconext_v1.02_eng-GB + brief.pdf	Template Connection Agreement SURFconext_v1.02_EN compared to v1.03.pdf	
Dutch	1.00	Template aansluitovereenkomst SURFconext_v1.01_NL + brief.pdf	Template aansluitovereenkomst SURFconext_v1.01_NL compared to v1.02.pdf	
English	1.00	Template Connection Agreement SURFconext_v1.01_eng-GB + brief.pdf	Template Connection Agreement SURFconext_v1.01_eng compared to v1.02.pdf	