

<app logo here>	<b>Application name</b> Form no. [Form number]	<b>Concur contact</b> Date   Time [Date   Time]
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**Company information**

Company name		
Company address	City	Country
	State/Province	ZIP/postal code
Company phone		

Travel supplier type     
 ☐ Air     
 ☐ Hotel     
 ☐ Car     
 ☐ Services     
 ☐ Other     
 ☐ N/A

**Company contacts**

<b>Business contact</b> A business contact is required. This person will receive all required notices and will be contacted for all agreement updates and marketing promotions.	<b>Technical contact</b> A technical contact is required. This person will be contacted to address technical issues.
Name	
Job title	
Phone	
Email address	

**Support**

Who should Concur contact in your organization to notify about issues that could impact the performance of your app?

Describe how your organization provides support for administrators in a global organization:

Describe how your organization provides support for end users in a global organization:

## Application information

Primary purpose

Benefits of your app

Use cases – *mandatory, please specify or attach*

Hosting Vendor

Location & length of terms

Development environment

☐ Java ☐ PHP ☐ JSON ☐ Visual C ☐ MySQL ☐ SQL Server ☐ Oracle ☐ Force.com ☐ Other

## Authentication (OAuth)

☐ Authenticate and authorize access for all end users.

☐ Authenticate and authorize access only for Web Services Administrator user

OAuth flow: ☐ Native ☐ Web ☐ App Center **note: Web & App Center flow are both required for all Apps for Me.**

Please document all API endpoints used: *Example - /api/v3.0/expense/receiptimages or /api/travel/trip/v1.1/*

Access tokens and refresh tokens

☐ My app requests and stores one access token and one refresh token for each person.

☐ My app anticipates and responds to expired tokens.

## Error handling

Refer to Section 10 page 57, "Status Code Definitions" in the *Hypertext Transfer Protocol HTTP/1.1* specification at <http://www.ietf.org/rfc/rfc2616.txt>

How will your application handle 400 class error codes?

How will your application handle 500 class error codes?

## Scheduled Walkthrough – Preferred Availability

☐ Tuesdays (PST) ☐ 09:00 AM ☐ 10:00 AM ☐ 11:00 AM ☐ 12:00 PM

☐ Thursdays (PST) ☐ 09:00 AM ☐ 10:00 AM ☐ 11:00 AM ☐ 12:00 PM