

<app logo here>	Application name Form no.	[Form number]	Concur contact 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 – <i>mandatory, please specify or attach</i>	
Provide the URL to your privacy policy that applies to this application (required):	
What countries is the app fully functional?	
What countries do you have a physical presence /office location (Sales & Support) ?	
What language does the app support?	
Hosting Vendor	Location & length of terms
Development environment	
<input type="checkbox"/> Java <input type="checkbox"/> PHP <input type="checkbox"/> JSON <input type="checkbox"/> Visual C <input type="checkbox"/> MySQL <input type="checkbox"/> SQL Server <input type="checkbox"/> Oracle <input type="checkbox"/> Force.com <input type="checkbox"/> Other	
Authentication (OAuth)	
<input type="checkbox"/> Authenticate and authorize access for all end users.	
<input type="checkbox"/> Authenticate and authorize access only for Web Services Administrator user	
OAuth flow: <input type="checkbox"/> Native <input type="checkbox"/> Web <input type="checkbox"/> App Center <b>note: Web &amp; App Center flow are both required for all Apps for Me.</b>	
Please document all API endpoints used: <i>Example - /api/v3.0/expense/receiptimages or /api/travel/trip/v1.1/</i>	
Access tokens and refresh tokens	
<input type="checkbox"/> My app requests and stores one access token and one refresh token for each person.	
<input type="checkbox"/> My app anticipates and responds to expired tokens.	
Error handling	
Refer to Section 10 page 57, "Status Code Definitions" in the <i>Hypertext Transfer Protocol HTTP/1.1</i> specification at <a href="http://www.ietf.org/rfc/rfc2616.txt">http://www.ietf.org/rfc/rfc2616.txt</a>	
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