





Apps For Me Listing Requirements

As part of our commitment to provide our clients with information on upcoming apps their employees will see in the App Center, we have unique requirements for this app type. These requirements provide our clients with the opportunity to learn more about upcoming apps. While not common, client administrators can also take the opportunity to disable connections by their employees to specific apps if needed.

All new Apps for Me listings must meet the two following requirements:

- 1. Must schedule inclusion in our App Center release notes for a minimum two-week period prior to going live in the App Center. Scheduled via Marketing Contact.
- 2. Must schedule live date in conjunction with our monthly Concur releases. Scheduled via Marketing Contact.

The content for release notes will be derived from the App Center Partner Listing Form. Your app will be included in our release notes first as an app "Coming Soon" for the minimum two week period; your app will then be updated in our release notes to "Now Available" on the applicable release date.

The table on the following page includes deadlines for submitting your Application Certification and App Center Listing forms to meet your desired App Center launch in conjunction with our monthly Concur releases.

Please send any questions to AppCenterMarketing@concur.com.



Release Date	Deadline for App Certification Form Submission	Deadline for App Center Listing Form Submission
January 15 th , 2015	December 23 rd , 2014	December 23 rd , 2014
February 5 th , 2015	January 15 th , 2015	January 15 th , 2015
March 12 th , 2015	February 19 th , 2015	February 19 th , 2015
April 9 th , 2015	March 19 th , 2015	March 19 th , 2015
May 14 th , 2015	April 23 rd , 2015	April 23 rd , 2015
June 11 th , 2015	May 21 st , 2015	May 21 st , 2015
July 9 th , 2015	June 18 th , 2015	June 18 th , 2015
August 13 th , 2015	July 23 rd , 2015	July 23 rd , 2015
September 17 th , 2015	August 27 th , 2015	August 27 th , 2015
October 15 th , 2015	September 24 th , 2015	September 24 th , 2015
November 12 th , 2015	October 22 nd , 2015	October 22 nd , 2015
December 10 th , 2015	November 19 th , 2015	November 19 th , 2015