

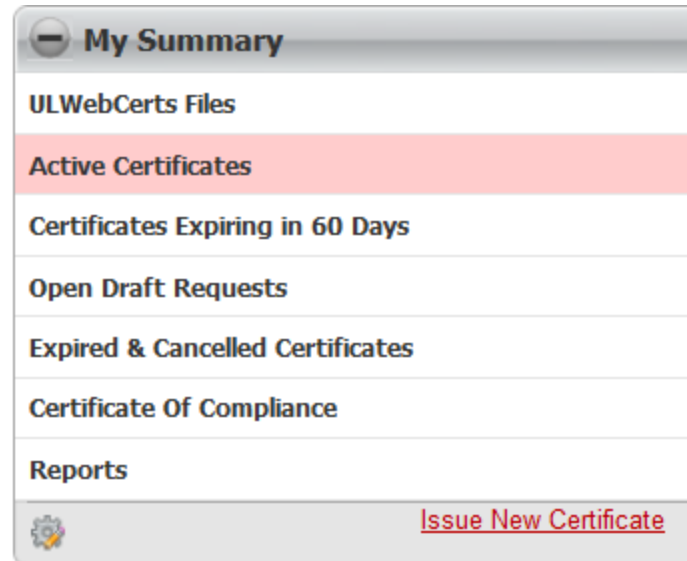
ULwebCert Tutorials

Export a list of Certificates to Excel



Export List of Certificates

- Select '**Active Certificates**' in the 'My Summary' Panel



- Select, your **company**, the **service center** (or '**All Service Centers**'), then select the **file number**.
 - Your list of certificates will populate in a table



Select '**Active Certificates**' under '**Export to Excel**' at the top right hand corner of your Certificate Table.

Certificate Table

Property	Serial Num...	Status	Issue Date	
	FA69867111	Active	2016-02-12	Replace Correct Cancel View Detail Reprint
	FA54907893	Active	2015-10-23	Replace Cancel View Detail Reprint

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Click here to export a list of active certificates to Microsoft Excel

A similar list can be generated by selecting the following tools within the 'My Summary' Panel and following the same procedure:

- ULwebCert Files
- Certificates Expiring in 60 Days
- Expired/cancelled Certificates



Contact Us

For any additional questions, please contact

- Your UL Auditor
- Your local Certificate Services Office
 - **USA** – alarmcertificateservices@ul.com
 - **Canada** – trt.certificate@ul.com

THANK YOU.

