

# DynDNS®.com Administrative/Authoritative Email Address Change Request Form

## I. Transmission Information

- a. By Facsimile to +1-603-668-6474, Attention: Customer Support Manager
- b. By Email to support@dyndns.com, Re: Administrative/Authoritative Email Address Change Request Form

## II. Processing Fee

Dynamic Network Services, Inc. ("Dyn Inc.") will not process this form until it has received the \$100.00 processing fee.

## III. Statement of Ownership and/or Authority

I, the undersigned individual, represent and warrant that I: (a) am the rightful owner of the below referenced domain name or dyndns.com account or am a signing officer with the organization that has rightful ownership of the same; (b) have the authority to submit this form; (c) have verified the domain name ownership information using WHOIS prior to submitting this request; and (d) have included the required documentation as outlined below. On the basis of these representations and warranties, I request that Dyn Inc. change the Administrative email address associated with the domain name or the Authoritative Email Address associated with the below referenced dyndns.com account. Additionally, I understand and agree that this request may take up to five (5) business days to process and that if any third party objects to the changer herein requested Dyn Inc. may decide to take action only when order to do so by a court of competent jurisdiction.

## IV. Domain Name & Account Information

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Legal Name of Requestor

Company Name (if applicable)

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Domain Name (if applicable)

Account Name (if applicable)

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New Authoritative/Administrative Email Address

Previous Authoritative/Administrative Email Address

## V. Required Documentation

- a. Account/Domain Name Owned by an Individual:
  - i. a clear, legible copy of a government issued passport, driver's license or identification card of the requestor
- b. Account/Domain Name Owned by a Company:
  - i. a copy of this form printed on the company's letterhead
  - ii. a copy of the company's registration or incorporation documents, bearing the name of the requestor, issued by the relevant governmental authority
  - iii. a clear, legible copy of a government issued passport, driver's license or identification card of the requestor

*A Note About Creating Legible Copies: The following measures makes copies more legible: (a) lightening the copy so that its text is the darkest part of the page; (b) enlarge the document to at least 200% of its original size. Facsimile/Copy machines frequently produce illegible copies. An illegible copy of identification will result in a denial of your request.*

## VI. Privacy

The information collected in connection with this form is not used for any purpose other than verifying ownership of domain name and/or account at issue. However, I understand and agree that a copy of this form and associated documentation will be sent to the Administrative/Authoritative email address(s) currently on record as being associated with the domain name/account at issue.

## VII. Waiver

I, ON BEHALF OF THE ABOVE REFERENCED COMPANY (IF APPLICABLE), MYSELF, MY HEIRS, SUCCESSORS AND ASSIGNS, HEREBY WAIVE, RELEASE, AND FOREVER DISCHARGE DYN INC., ITS OFFICERS, AGENTS, ASSIGNS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, ACTION OR CAUSES OF ACTION FOR COSTS, EXPENSES OR DAMAGES TO PERSONAL PROPERTY OR PERSONAL INJURY, OR DEATH, WHICH MAY RESULT FROM MY SUBMISSION OF THIS FORM OR DYN INC.'S ACTIONS AS A RESULT THEREOF.

## VIII. Acknowledgement

I, the undersigned, made the above statements in good faith and with the understanding that I and/or the company and Dyn Inc. continue to be bound by the terms and conditions of the Services Agreement governing my use of www.dyndns.com and DynDNS® branded services, pursuant to which this form has been submitted.

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Signature of Requestor

Date

Company Title of Requestor (if applicable)