

BBS Change of Service – Domain Name Service Form

Account No.: _____

For existine HGC business Broadband customer only. Please complete the form in English and send it by fax with your valid Business Registration to 1221. Kindly send the original by mail to the address above.

Company Name: _____ Contact Tel. No.: _____

Contact Person Name: _____ Fax No.: _____

Changes Request Date: _____ (D/M/Y) Circuit No.: _____

*Changes of Service will be effective in 15 working days upon our verification of the completed form. Please resend if no reply is received.

Domain Name :	<input type="checkbox"/> Application	2 nd Choice:	3 rd Choice:	Domain.hk: HK\$250 each [DN250] Domain.com.hk/Domain.公司.hk: HK\$200 each [DN06] Domain.com: HK\$200 each [DN06]
	<input type="checkbox"/> Migration	Login:	Password:	HK\$200 each [DN06]
URL : _____ (Please Complete)				For domain.com migration only
AUTH Code : _____ (Please complete)				For domain.hk or domain.com.hk migration
<input type="checkbox"/> Domain Name Hosting	Customer shall apply / migrate domain name to HGC on their own			HK\$200 each [DN06]
<input type="checkbox"/> ⁽¹⁾ Domain Renewal	One Time Administration Fee			HK\$200 each [DN06]
<input type="checkbox"/> ⁽²⁾ Secondary Name Server Hosting	Primary Server Name: IP Address:			HK\$200 each [DN06]
<input type="checkbox"/> ⁽³⁾ Delete Domain Name	One Time Administration Fee			HK\$200 each [DN06]

- For Network Solution wholesaler account domains only
- Please set secondary name server as follows: **Secondary Server Name: bbdns2.on-nets.com** IP Address: 210.0.255.251
- All domain name record will be DELETED.

Details of Domain Owner (For Domain Application & Migration only. Please fill in ALL items)

Organization Name: (in full) have the right to use the domain name, should match that on the BR submitted	BR No.: (Please enclose copy of the current BR Certificate):
Correspondence Address:	
Administrative Contact:	Contact Name: _____ Email Address: _____ Phone No.: _____ Fax No.: _____
Billing Contact:	Contact Name: _____ Email Address: _____ Phone No.: _____ Fax No.: _____

Existing Hosting Records (For Domain Migration & Primary Hosting Service only.)

Name (e.g. abc.com or www.abc.com)	Record Types (e.g. MX10, MX20, A, CNAME ...)	Hostname or IP Address (e.g. mail.abc.com or 210.0.255.233)

Dynamic IP Plans: change to HGC Record on Service Commissioning Date. **Other Service Plans:** fill in Change of Service Forms to request change.

Remarks:

For Application:

- Domain name should be made up of a string 2 to 64 characters. Only 0 – 9, a – z and "-" are allowed.
- Application to local domain name (i.e. .com.hk domain) are subjected to the latest HKDNR Registration Agreement to be available at www.hkdnr.hk.
- The actual processing time for the registration is subject to the availability of domain name and the processing time of the registrar.
- All domain names applied are hosted by Hutchison Global Communications Limited ("HGC").
- HGC will settle the first year domain name payment on behalf of the customer. The amount will be charged on the first invoice.
- "domain name.on-nets.com" is owned by HGC and should be returned to HGC upon service termination.
- Customer is responsible for the renewal of their own domain name and update all contact information. HGC will not be liable to any lost henceforth.
- For Administrative Contact: HKDNR / Domain Registrar will notify this particular person (most likely through email) on any matters related to the domain name
- For Billing Contact: will receive demands for payment and acknowledgements of received payment of any related fees or charges

For Migration:

- Domain Name will transfer to wholesale account of SRS Plus. Once completed, Login Name and Password will no longer be available.
- Complete information, including but not limited to login name & password, is necessary. Incomplete information may affect domain-related service.

Remarks:

Acknowledgment Signature and Company Chop: _____

Signatory Name:
Title:

Date:

official Use Only	Salesman Name & Code	Salesman Signature & Chop
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