



# **.biz Registration Policy**

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This document is provided pursuant to the disclaimer provided on the last page.

## Classification

Public

## Purpose

This document describes our policy regarding the registration of domain names in the .biz TLD.

We have developed this policy with reference to applicable industry standards, ICANN mandated requirements, and to meet our operational requirements for the TLD.

## Scope

This policy describes:

- the requirements for registering a domain name in the TLD;
- the technical requirements for the composition of a domain name;
- what domain names may be reserved or restricted by us;
- information about a domain name that may be displayed publically in the Registration Data Directory Service; and
- how the Zone File for the TLD may be accessed.

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# 1 Definitions

**Allocation** means the method by which a domain name is created and assigned to an Applicant; **Allocated** shall have a corresponding meaning.

**Applicant** means a natural person, company or organization in whose name an Application is submitted.

**Application** means the complete and technically correct request for a domain name, which complies with this policy and any other policy issued by us, or ICANN.

**Claims Notice** means a notice provided to an Applicant indicating that the applied for Label is a Trademark Match to a Trademark Record in the Trademark Clearinghouse.

**Customer Registration Agreement** means an agreement between a Registrar and a customer.

**ICANN** means the Internet Corporation for Assigned Names and Numbers, its successors and assigns.

**IDN** means Internationalized Domain Name.

**Label** means a string of characters used to form part of a domain name.

**Published Policies** collectively means:

- those specifications and policies established and published from time to time by us or any of our designated representatives; and
- any ICANN Temporary Specifications or Policies and Consensus Policies or any Rights Protection Mechanisms and associated rules, policies, requirements and procedures (as defined in our agreement with ICANN).

**Registrant** means a natural or legal person, company or organization in whose name a domain name is Allocated in the TLD.

**Registrar** means an entity authorized to offer domain name registration services in relation to the TLD.

**Registration Data Directory Service (RDDS)** means either, or both of, the WHOIS Service and the Registration Data Access Protocol (RDAP) Service.

**Registry** means the systems used to record, store and maintain details of domain names in the TLD.

**Service** means the services that we provide in relation to the TLD.

**TLD** means Top Level Domain and for the purpose of this policy means .biz.

**Variant** means two domain labels or domain names that are considered to be 'equivalent' to each other.

**We, us** and **our** means Registry Services LLC, or its designated representatives.

**You** and **your** means the person or entity accessing the Service.

**Zone File** means the file containing information about domain names that are active in the TLD and as further described in section 6.

## 2 Registration Standards and Rules

All domain names, and their subsequent use, must be consistent with the mission and purpose of the TLD as determined by us at our sole and absolute discretion.

In order to register or renew a domain name in the TLD the Applicant or Registrant must warrant that:

- It will be the intended beneficiary of the domain name registration;
- Where the domain name is a two letter Label that corresponds to a country code described in the ISO 3166-1 alpha-2 standard, the Registrant will not misrepresent or falsely imply that the Registrant or its business is affiliated with a government or country code manager if such affiliation, sponsorship or endorsement does not exist; and
- The domain name and its use will be consistent with:
  - the mission and purpose of the TLD;
  - applicable laws, government rules or requirements and the Published Policies.

An Applicant or a Registrant:

- Must provide true and accurate details and information about itself at the time of Application for, and registration of, the domain name and make those warrants as described in the Published Policies; and
- Must provide to their Registrar updated details and information as soon as practicable when information about the Registrant changes, and in any case no greater than 14 days from such change.

If the Registrant ceases to be eligible at any time in the future or the warrants made are untrue, we may cancel, lock, place on hold, transfer or delete the domain name in our absolute discretion.

### 2.1 Transferring a Domain Name to Another Person or Entity

A domain name may only be transferred to another party that meets the requirements of this and our other policies, and the receiving party must also warrant that it meets the registration requirements and would be entitled to register the domain name if it were applying for it in its own right.

### 2.2 Monitoring and Review

At any time during the lifecycle of the domain name we may take certain steps to substantiate whether you continue to meet the requirements described in our policies.

We will take reasonable steps to investigate and respond to reports from governmental agencies and country code Top Level Domain operators of conduct by any Registrant of a two letter Label that causes confusion with a corresponding country code.

Where we believe that the information provided with regard to your registration and use of the domain name is out of date, incorrect, or requires further clarification, we may contact you. Where we have

contacted you in regard to the information that you have provided in respect of your domain name, you must respond to us within 14 calendar days confirming, updating or explaining the information that is the subject of our request.

Where you are unable to provide confirmation of the information, provide updated information, or we receive no response to our request, we may suspend or terminate your use of the domain name.

Where you are able to provide confirmation of the information, or the requested updated information, you have 14 calendar days to contact us or the Registrar and provide the information. Should you not contact us or the Registrar and provide the update, then we may suspend or terminate your use of the domain name.

## 2.3 Our Rights and Responsibilities

We reserve the right to deny any request for, or Application for, a domain name, or cancel, lock, place on hold, transfer, delete, or take any other action on any domain name or transaction that we deem necessary, in our sole discretion:

- to protect the integrity and stability of the Service;
- to comply with our obligations to ICANN;
- to comply with any applicable laws, government rules or requirements, requests of law enforcement, or in compliance with any dispute resolution policies or process;
- to avoid any liability, civil or criminal, on our part, as well as our affiliates, subsidiaries, officers, directors, employees and subcontractors;
- to ensure compliance with the Published Policies;
- to stop or prevent any violations of any terms and conditions of the Customer Registration Agreement;
- for the non-payment to us of any fee; or
- to correct mistakes made by us, any Registrar or any of our service providers in connection with an Application for a domain name, or a domain name.

## 3 Requirements for the Composition of a Domain Name

The purpose of this section is to describe the elements that make up a domain name, how those elements are commonly described, and the technical requirements for those elements.

### General information about domain names

In the operation of the TLD we use the word 'label' to describe a sequence of characters. A domain name is made up of one or more Labels, separated by a period ('.'), before the TLD, for example name.biz or domain.name.biz.

Labels that may be used to make a domain name are subject to composition requirements described in this policy.

### Levels of domain names

A domain name is often described in relation to its 'level', a:

- 'second level' domain name consists of one Label before the TLD, for example name.biz; and a
- 'third level' domain name consists of two Labels before the TLD, for example domain.name.biz; and so on.

### 3.1 Composition Requirements

We validate that all domain names created in the TLD meet the technical composition requirements described in this section.

All domain names must conform to certain requirements. Each label in the domain name must:

- have a minimum of 1 character, and a maximum of 63 characters;
- only contain letters (a-z, A-Z), digits (0-9) and hyphens (-), or a combination of these;
- begin with a letter or a digit and end with a letter or a digit;
- neither begin with, nor end with a hyphen (-);
- not contain hyphens (-) in the third and fourth positions (e.g. www.ab - - cd.biz); and
- not include a space (e.g. www.ab cd.biz).



## 3.2 Internationalized Domain Names

A domain name consisting of characters other than those in basic Latin ASCII characters (upper and lowercase letters A-Z and numbers 0-9) is called an Internationalized Domain Name or 'IDN'.

IDNs can be represented in two forms; a 'User Form', which is how the domain name appears in the chosen script, and a corresponding 'DNS Form', which is how the domain name is represented technically in the DNS. These two forms exist to allow the introduction of IDNs whilst maintaining backwards compatibility with legacy infrastructure and software. This is due to the fact that much of the infrastructure of the Internet assumes domain names consist of only Latin characters.

As a result of needing to use these two forms, some additional steps are required to ensure that IDNs both function correctly in the DNS and that the domain names are meaningful to end users.

Labels that may be used to internationalize domain names have composition requirements in addition to those specified for Latin only domain names. These additional requirements are also explored in this section.

### 3.2.1 Composition Requirements

We validate that all domain names created in the TLD meet the technical composition requirements described in this section.

In the case where only one of the forms (User Form or DNS Form) is requested, then its corresponding form will be determined automatically by the Service; both forms must meet the following composition requirements of this policy.

Each label in the DNS Form of the domain name must:

- Begin with xn - -;
- Contain between 5 to 63 characters;
- Consist only of Latin characters (a-z, A-Z), digits (0-9) and hyphens (-); and
- Not end with a hyphen (-).

Each label in the User Form of the domain name must:

- Contain a minimum of one character;
- Not contain any Diacritics;
- Only use the characters described in this policy;
- Not begin with a digit, neither 'western Arabic' digits (0-9) nor 'eastern Arabic' digits (٠-٩);
- Not contain both Western Arabic digits (0-9) and Eastern Arabic digits (٠-٩);
- Neither begin with, nor end with a hyphen (-);
- Not contain hyphens (-) in the third and fourth positions;
- Be the equivalent of a valid DNS Form.

### 3.2.2 Languages and Characters Available for Domain Names

We allow IDNs in a number of languages as described for the TLD at the following link:

<https://www.iana.org/domains/idn-tables>

All IDN registrations must include a language tag. The language tag is an important part of the process of creating an IDN and must be present. Only one language tag per domain name is allowed.

### 3.2.3 Variants

To reduce confusion that may be caused by certain characters that are similar to one another, we use Variants. The form of the domain name in the characters selected at the time of registration is known as the Primary Domain Name.

Creating a domain name may not result in a Variant, however where it does the Variant will be associated with the Primary Domain Name throughout the lifecycle of that domain name. Our domain name lifecycle is described in this policy.

Where a Variant exists it will have the same domain name information as the Primary Domain Name and the Variant will follow the same domain name lifecycle as the Primary Domain Name. In effect the Primary Domain Name and all associated Variants are one registration and are treated as such within the Service.

## 4 Reserved and Restricted Domain Names

The purpose of this section is to describe the various types of Labels in the TLD that may be 'reserved', meaning that they are unavailable for registration as a domain name, or 'restricted' meaning that they may be available for registration as a domain name under certain conditions.

Where a Label is both reserved and restricted then reserved status shall take precedence.

### Our use of Reserved and Restricted Labels

Subject always to ICANN mandated requirements, a reserved or restricted Label may be Allocated or registered to us.

#### 4.1 Reserved Labels

The Labels that may be reserved in the TLD fall into the following categories; these are Labels that are reserved:

- for technical operations;
- that represent country and territory names;
- that represent names of intergovernmental organizations;
- which are certain Labels composed of two characters;
- that represent names of the International Olympic Committee, and those of the International Red Cross and Red Crescent Movement; and
- those that are reserved by us.

#### Technical operations

The following Label(s) are reserved in all levels of the TLD:

- EXAMPLE
- NIC
- RDDS
- WWW
- WHOIS

## Country and Territory Names

The following Label(s) may be reserved in all levels of the TLD:

- The short form (in English) of all country and territory names (including the European Union) contained on the ISO 3166-1 list ([http://www.iso.org/iso/country\\_codes](http://www.iso.org/iso/country_codes)).
- Country and territory names described in the United Nations publication: Technical reference manual for the standardization of geographical names, part three 'Names of Countries of the World' ([http://unstats.un.org/unsd/geoinfo/UNGEGN/docs/pubs/UNGEGN%20tech%20ref%20manual\\_m87\\_combined.pdf](http://unstats.un.org/unsd/geoinfo/UNGEGN/docs/pubs/UNGEGN%20tech%20ref%20manual_m87_combined.pdf)) as published by the Group of Experts on Geographical Names.
- The list of United Nation member states, in each of the official United Nations languages described in the United Nations publication: List of Country Names (<http://unstats.un.org/unsd/geoinfo/ungegn/wg1.html>) as submitted by the Working Group on Country Names of the United Nations Group of Experts on Geographical Names to the United Nations Conference on the Standardization of Geographical Names.

## Two-character Labels

Certain Labels composed of two characters set may be reserved in all levels of the TLD.

## Names of Intergovernmental Organizations

Names of intergovernmental organizations may be reserved at the second level of the TLD.

These Labels can be found at the following link: <http://www.icann.org/en/resources/registries/reserved>

## Names of the International Olympic Committee, and those of the International Red Cross and Red Crescent Movement

Names of the International Olympic Committee and those of the International Red Cross and Red Crescent Movement may be reserved at the second level of the TLD.

These Labels can be found at the following link: <http://www.icann.org/en/resources/registries/reserved>.

## Reserved by us

Labels that are reserved by us are determined at our absolute discretion. Labels may be reserved by us for our exclusive use, at any level of the TLD.

We may release reserved Labels for registration to another person or entity at any time at our sole and absolute discretion.

### 4.1.1 Amending the List of Reserved Labels

We may at our absolute discretion from time to time, subject always to applicable industry standards, and ICANN mandated requirements:

- add to, delete from and generally amend or modify the list of Labels which are and the level at which they are reserved or restricted;
- allow a domain name containing a reserved Label to be registered; or
- delete a domain name containing a Label which is reserved.

### 4.1.2 Status of Reserved Labels in the Service

Unless otherwise Allocated according to this policy, the response to a WHOIS query for a domain name containing a reserved Label includes a message indicating that the domain name is reserved.

## 4.2 Restricted Labels

We have identified certain Labels that will be restricted in the TLD.

The Labels that are restricted are determined at our absolute discretion, and will not be published.

### 4.2.1 Registering a Domain Name that includes a Restricted Label

We will consider proposals to register or renew a domain name that includes a restricted Label. Proposals to register or renew such domain names must be approved by us. In considering your proposal we may require that you provide additional information including such things as the grounds for which you believe that you should be able to register the Label, and your intended use of the domain name.

Our decision to grant or decline such requests will be at our absolute discretion, and we will not communicate the reason for making such determination.

### 4.2.2 Status of Restricted Labels in the Service

The response to a WHOIS query for a domain name containing a restricted Label will return information if we have allowed the domain name to be registered, or where the domain name is not registered no data will be returned.

## 5 The Registration Data Directory Service (RDDS)

### Who collects the information that is shown in the RDDS?

Our agreement with ICANN requires that when a domain name is registered or renewed, we include certain information to be displayed in the Registration Data Directory Service.

During the procedure of making an Application to register or renew a domain name, the requestor is asked to enter into an agreement, acknowledging and authorizing the collection and use of the information in the provision of the Registration Data Directory Service.

### What information is returned from a RDDS query?

When a user queries the WHOIS Service and where information exists, a response will be returned and may contain details relating to the domain name, Registrar, and name server data.

## 5.1 Data Accuracy

### Registrant Responsibilities

It is the Registrant's responsibility to ensure that any information provided when registering or renewing a domain name is complete and accurate. Additionally the Registrant is required to update their information with the Registrar if a change has occurred to the information provided.

### What we may do to Promote Data Accuracy

We or the Registrar may attempt to verify the information provided. An Application to register a domain name may be rejected where incomplete information is provided, or where verification fails.

During the term of registration of the domain name we, ICANN or the Registrar, may:

- perform audits of the information that has been provided; or
- attempt to contact the nominated entities associated with the domain name, requesting the review of the information that has been provided—and if required request that the Registrant contact the Registrar to make adjustments.

### What happens if RDDS data is inaccurate?

Where it is determined that information provided in relation to a domain name is false, incorrect or outdated; we, ICANN or the Registrar may suspend or cancel the domain name.

## 5.2 Preventing Misuse of RDDS Data

The use of the Registration Data Directory Service provided by us is subject to our Acceptable Use Policy which can be found at the following link: <http://my.biz/>. We also may impose limits on the number of queries a user may make to the WHOIS Service.

No user of the Registration Data Directory Service is permitted to utilize automated and/or electronic processes that send high volume to the Registration Data Directory Service.

### Query Limits

To protect the privacy of registrants, and the integrity of the service, we have imposed limits on the number of queries that may be made.

For general use of the Registration Data Directory Service, the following limit will apply, up to:

- 100 queries per hour from the same IP Address.

Please note however that we may amend these limits at any time.

### RDDS Restrictions

Where the query limits have been exceeded, the IP address will be prevented from making additional queries for a period of 24 hours.

### Query Exemptions

We may consider exemptions to the query limits described in this section for parties with a legitimate need, such as law enforcement, government agencies, or regulatory bodies, subject always to the Published Policies.

## 6 Zone File Access

The purpose of this section is to describe how access to the Zone File may be granted.

ICANN requires that we in our management of the TLD follow the stated requirements to allow any user access to the TLD's Zone File. Details about ICANN's requirements for Zone File access can be found on the ICANN web site at the following link: <http://www.icann.org/en/resources/compliance/registries/zfa>

### 6.1 Submitting a Request for Zone File Access

All requests to access the Zone File for the TLD must be submitted through the Centralized Zone Data Service found at the following link: <https://czds.icann.org/en>

### 6.2 Credentialing Requirements and Agreement

Access to Zone File data for the TLD may be available to users subject to verification of the users' credentials and agreement by the user that the data will only be used for lawful purposes.

In order to grant access to the zone file for the TLD, we will request, through the Centralized Zone Data Service, each user to provide the reason for which it seeks access and information sufficient to correctly identify and locate the user.

A user will be required to enter into an agreement that will govern the access to our zone file data and its use. The agreement will be standardized, facilitated and administered by the Centralized Zone Data Access provider.

A user's access to the Zone File data is always subject to the requirements of ICANN.

### 6.3 Grant and Revocation of Access

On approval, we or ICANN will grant the user a non-exclusive, non-transferable, limited right to access our Zone File data. The method of access will be defined by us and this method will be communicated to you at the time of application.

The Centralized Zone Data Access provider may reject the request for access of any user that does not satisfy the credentialing requirements. In addition, we may reject the request for access;

- of any user that does not provide correct or legitimate credentials; or
- where we reasonably believe that the user will use the data in a manner that contravenes the Published Policies.

On approval, we or ICANN will grant the user a non-exclusive, non-transferable, limited right to access our Zone File data. Such access will be facilitated by the Centralized Zone Data Service.

We may, at any time, revoke access of any user where we have evidence to support that the user's use of the data contravenes the Published Policies, or where we are instructed to do so by ICANN.



## Use of Data by the User

We will permit the user to use the Zone File data for lawful purposes, provided that:

- 1 the user takes all reasonable steps to protect against unauthorized access to, and use and disclosure of, the Zone File data; and
- 2 the user under no circumstances uses the Zone File data to:
  - a allow, enable or otherwise support the transmission by email, telephone or facsimile of mass unsolicited, commercial advertising or solicitations to entities other than users' own existing customers; or
  - b enable high volume, automated, electronic processes that send queries or data to our systems, or that of any Registrar.

## 6.4 Term of Use

Use of the Zone File data will be for a limited time and we or ICANN may require the user to renew the grant of access.

## 7 Definition and Review

This document has been prepared and published to represent our policy regarding the administrative and technical management of the TLD.

All domain names in the TLD are subject to the Published Policies. It is your responsibility to ensure that you read and understand these policies as they apply to you. We may discontinue or amend any part or the whole of this policy from time to time at our absolute discretion.

Further policy and procedure in relation to the TLD can be found at the following link: <http://my.biz/>.

## Appendix A - Domain Name Lifecycle

The purpose of this section is to describe the lifecycle of a domain name in the TLD. This section includes:

- the length of time that a domain name may be registered for;
- the operations that may be performed on a domain name;
- the various states that a domain name may be in;
- the grace periods that are given to a domain name;
- how a domain name transitions between states; and
- locks that may be placed on domain names.

### Registration Periods

The maximum validity period for domain names is 10 years. Domain names may be created with, or renewed in, one year increments up to the maximum period.

### Operations on a Domain Name

Throughout the lifecycle of a domain name, certain operations may be performed on the domain name. The outcome of those operations may differ depending on the state the domain name is in.

The operations applicable to a domain name are as follows.

#### **Create**

A Create operation produces a domain name in the Registry. While technically this is not an operation on a domain name, it is included here for completeness.

#### **Update**

An Update operation modifies the domain name's AuthInfo, associated contact objects and delegation information.

#### **Renew**

A Renew operation may be performed on a domain name by the sponsoring Registrar in order to extend its validity period.

#### **Transfer**

A Transfer operation moves a domain name from the sponsorship of one Registrar to another. Transfer operation options are:

- Transfer (request): the Registrar which will take sponsorship of the domain name (gaining Registrar) requests the Transfer.

- Transfer (approve): the Registrar which will lose sponsorship of the domain name (losing Registrar) explicitly approves the Transfer request.
- Transfer (reject): the Registrar which will lose sponsorship of the domain name rejects the Transfer request.
- Transfer (cancel): the gaining Registrar cancels the Transfer (request).

A Transfer (request) is automatically approved by the Registry after five days if a Transfer (approve) or Transfer (reject) operation is not received from the losing Registrar, and the Transfer (request) has not been cancelled by a gaining Registrar.

### Delete

The sponsoring Registrar requests that the domain name be removed from the Registry Service by using the Delete operation.

For further information please refer to the section 'Transitions Between States'.

### Restore

After a Delete operation a domain name may be reinstated using the Restore operation. Restore operations are:

- Restore (request): the sponsoring Registrar requests that a domain name be restored.
- Restore (report): the sponsoring Registrar provides a report regarding a domain name for which it has previously issued a Restore request.

For further information refer to the section 'Transitions Between States'.

## States a Domain Name may be Assigned

The states that a domain name can exist in are:

- Registered
- Pending Create
- Pending Transfer
- Redemption
- Pending Restore
- Pending Delete

The following section describes the states a domain name may be in.

<b>Domain status</b>	means the status information that will be available to Registrars, and in some cases displayed in the WHOIS output.
<b>In DNS</b>	means the associated name server records (and glue records if any) are published in the DNS.

### Registered

<b>State</b>	Registered
<b>Domain status</b>	ok, or varied status values noted by the absence of pendingTransfer or pendingDelete
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Update, Renew, Transfer (request) and Delete
<b>What it means for a domain name</b>	The default state of a domain name. There are no pending operations and the domain has not been deleted.
<b>Length of time in this state</b>	-

### Pending Create

<b>State</b>	Pending Create
<b>Domain status</b>	pendingCreate
<b>In DNS?</b>	No
<b>Allowed operations</b>	Delete
<b>What it means for a domain name</b>	We have received a request from a Registrar to register a domain name matching an entry on the list of restricted labels for the TLD. Subsequent attempts to register the same domain name will not be queued whilst in this state. Approval of the request is at our discretion. This state is not used for Applications for domain names made during the Sunrise and Claims Notice Periods as described in our policy.
<b>Length of time in this state</b>	This state applies for a maximum of 5 calendar days.

### Pending Transfer

<b>State</b>	Pending Transfer
<b>Domain status</b>	pendingTransfer
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Transfer (cancel, reject, approve)
<b>What it means for a domain name</b>	A Registrar has requested a Transfer of the domain name and it is not yet completed. All operations that would transform the domain name, other than those to cancel, reject, or approve the Transfer are rejected.
<b>Length of time in this state</b>	This state applies for a maximum of 5 calendar days.

### Redemption

<b>State</b>	Redemption
<b>Domain status</b>	pendingDelete redemptionPeriod
<b>In DNS?</b>	No
<b>Allowed operations</b>	Restore (request)
<b>What it means for a domain name</b>	The sponsoring Registrar has requested that the domain name be Deleted. The sponsoring Registrar may perform a Restore operation to reinstate the domain name. The domain name continues to be withheld from the DNS unless it is reinstated. All operations that would transform the domain name, other than to Restore are rejected.
<b>Length of time in this state</b>	This state applies for 30 calendar days.

### Pending Restore

<b>State</b>	Pending Restore
<b>Domain status</b>	pendingDelete pendingRestore
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Restore (report)
<b>What it means for a domain name</b>	A Restore request is pending. The sponsoring Registrar must submit a Restore report. The domain name is in the DNS. All operations that would transform the domain name, other than the Restore report are rejected.
<b>Length of time in this state</b>	This state applies for a maximum of 7 calendar days.

### Pending Delete

<b>State</b>	Pending Delete
<b>Domain status</b>	pendingDelete
<b>In DNS?</b>	No
<b>Allowed operations</b>	None
<b>What it means for a domain name</b>	The Redemption Grace Period has lapsed and the domain name is pending being removed from the Registry Service. This state prohibits the sponsoring Registrar from the Update, Restore operations or modifying the domain name. At the end of this period the domain name is removed from the Registry Service and may become available for registration.
<b>Length of time in this state</b>	This state applies for 5 calendar days.

## Grace Periods

There are five grace periods that are applicable to domain names:

- Add Grace Period
- Renew Grace Period
- Auto-Renew Grace Period
- Transfer Grace Period
- Redemption Grace Period

The following describes each of the domain name grace periods and how these may affect operations in relation to the domain name. The grace period states described in this section are additional to those described in the preceding section.

The following section describes the grace periods a domain name may be in.

<b>Domain status</b>	means the status information that will be available to Registrars, and in some cases displayed in the WHOIS output.
<b>Effect on operations</b>	means the effect that this grace period will have on various operations.

#### Add Grace Period

<b>Period</b>	Add Grace Period
<b>Domain status</b>	addPeriod
<b>Effect on operations</b>	Subject to the following, the Add Grace Period does not have any impact on other operations.

	<b>Delete</b>	The sponsoring Registrar, who must have created the domain name, may Delete the domain name. The operation occurs with immediate effect and the domain name may become available for registration.
	<b>Renew</b>	The sponsoring Registrar may Renew the domain name. The total period for the domain name is the sum of the initial period specified when the domain name was created and any renewal term, subject to the 10 year maximum.
	<b>Transfer</b>	A Transfer may not occur during the Add Grace Period, or at any other time in the first 60 calendar days after the initial creation, or approved transfer of the domain name. The Registry Service will prevent such a transfer from occurring.
<b>What it means for a domain name</b>	Allows for no-cost cancellation of a domain name registration resulting from typographical or other errors by Registrars and registrants. Once cancelled the domain name may become immediately available for registration.	
<b>Length of time in this period</b>	This state applies for 5 calendar days after the domain name is Registered. Note the Add Grace Period does not apply to Pending Create.	

**Renew Grace Period**

<b>Period</b>	Renew Grace Period	
<b>Domain status</b>	renewPeriod	
<b>In DNS?</b>	Yes	
<b>Effect on operations</b>	Subject to the following the Renew Grace Period does not have any impact on other operations.	
	<b>Delete</b>	The sponsoring Registrar, who must have initiated the Renew operation, may Delete the domain name. The extension to the registration period caused by the preceding renew is reversed and unless the domain name is also in the Add Grace Period, the domain name enters the Redemption state. If the domain name is also in the Add Grace Period it is removed from the Registry with immediate effect and may become available for registration.
	<b>Renew</b>	The sponsoring Registrar, who must have initiated the Renew operation, can subsequently Renew the domain name, causing a second independent Renewal Grace Period to start. The total registration period for the domain name is extended by the renewal term, limited to the 10 year maximum.
	<b>Transfer</b>	An approved transfer ends the current Renew Grace Period without a refund and begins a Transfer Grace Period.
<b>What it means for a domain name</b>	Allows the sponsoring Registrar to undo the operation to Renew via the Delete operation.	
<b>Length of time in this period</b>	This state applies for 5 calendar days.	

**Auto-Renew Grace Period**

<b>Period</b>	Auto-Renew Grace Period	
<b>Domain status</b>	autoRenewPeriod	
<b>Effect on operations</b>	Subject to the following, the Auto-Renew Grace Period does not have any impact on other operations.	

	<b>Delete</b>	The sponsoring Registrar, who must be the sponsoring Registrar when the Auto-Renew Grace Period commenced, may Delete the domain name. The registration period auto-renew extension is reversed and the domain name enters the Redemption state.
	<b>Renew</b>	The sponsoring Registrar, who must be the sponsor when the auto-renew occurred, can Renew the domain name for another period causing an independent Renewal Grace Period to begin. The registration period is extended by the renewal term, limited to the 10 year maximum.
	<b>Transfer</b>	An approved transfer ends the current Auto-Renew Grace Period, and begins a Transfer Grace Period. The registration period auto-renew extension is reversed and the registration is extended by the period specified in the transfer.
<b>What it means for a domain name</b>	Auto-Renew Grace Period allows for domain names to remain in the DNS beyond the expiration of the registration period, to provide adequate time for the sponsoring Registrar to obtain the registrant's intent to renew the domain name.	
<b>Length of time in this period</b>	This state applies for 45 calendar days after expiry of the domain name.	

**Transfer Grace Period**

<b>Period</b>	Transfer Grace Period	
<b>Domain status</b>	transferPeriod	
<b>Effect on operations</b>	Subject to the following the Transfer Grace Period does not have any impact on other operations.	
	<b>Delete</b>	The sponsoring Registrar, who must have initiated the Transfer, may Delete the domain name. The extension to the registration period of the preceding transfer is reversed and the Redemption state is entered.
	<b>Renew</b>	The sponsoring Registrar can Renew the domain name thus causing an independent Renewal Grace Period to begin. The registration period for the domain name is extended by the renewal term, limited to the 10 year maximum.
	<b>Transfer</b>	A further transfer may not occur during the 60 calendar day period after the approved transfer of a domain name. The Registry will prevent such a transfer from occurring. Should a special situation require transfer back to the losing Registrar, this is dealt with by taking into account the unique circumstances of the situation and will require our approval and manual intervention.
<b>What it means for a domain name</b>	Transfer Grace Period allows the sponsoring Registrar to undo the registration period extension (due to an approved transfer of a domain name) and Delete a domain name.	
<b>Length of time in this period</b>	This state applies for 5 calendar days after completion of the Transfer.	



### Redemption Grace Period

<b>Period</b>	Redemption Grace Period
<b>Domain status</b>	pendingDelete redemptionPeriod
<b>Effect on operations</b>	Restore (request)
<b>What it means for a domain name</b>	Redemption Grace Period refers to the period of time the domain name spends in the Redemption state, starting after a domain name is deleted. The Redemption state description provides information on operations that are allowed during this period.
<b>Length of time in this period</b>	This state applies for 30 calendar days.

### Overlap of Grace Periods

Grace periods may overlap. The four possible overlapping grace periods are:

- Add Grace Period with one or more Renew Grace Periods.
- Renew Grace Period with one or more other Renew Grace Periods.
- Auto-Renew Grace Period with one or more Renew Grace Periods.
- Transfer Grace Period with one or more Renew Grace Periods.

These are treated independently with respect to timelines however operations on domain names are processed in a manner that takes into account the combined effects of all grace periods.

## Transitions Between States

Transitions between the various states of domain names are triggered in the Registry Service as follows.

### Available > Registered

Transition from 'Available' (for registration) to Registered is triggered by the receipt of a request from a Registrar to Create the domain name that does not match an entry on the restricted list. This transition begins the Add Grace Period.

### Available > Pending Create

Transition from 'Available' (for registration) to Pending Create is triggered by the receipt of a request from a Registrar to Create the domain name where that domain name matches an entry on the list of restricted labels. This transition does not begin the Add Grace Period.

### Pending Create > Registered

Transition from Pending Create to Registered occurs on our approval of the registration request. This transition begins the Add Grace Period.

### Pending Create > Deleted

Transition from Pending Create to Deleted occurs if the request to register the domain name is not approved by us. The domain name is removed from the Registry Service and may become available for registration.

**Registered > Pending Transfer**

Transition from Registered to Pending Transfer is triggered by the receipt of a request to Transfer the domain name. On approval the Transfer results in the extension of the domain name registration.

Requests to Transfer the domain name within 60 days of a Create or a previous Transfer are rejected. As described in the preceding section in relation to the Transfer Grace Period, exceptions may apply and are dealt with on a case by case basis.

**Pending Transfer > Registered**

Transition from Pending Transfer to Registered may be triggered by the following operations:

<b>Cancel</b>	During the Pending Transfer period the gaining Registrar may cancel the Transfer by requesting the Transfer to be cancelled. The registration period remains unchanged and all existing grace periods at the time of Transfer request remain in effect.
<b>Reject</b>	During the Pending Transfer period the losing Registrar may reject the Transfer. The registration period remains unchanged and all grace periods existing at the time of Transfer request remain in effect.
<b>Approve</b>	During the Pending Transfer period the losing Registrar may approve the Transfer. If the Transfer was requested during the Auto-Renew Grace Period, the extension to the registration period is reversed. The registration period is extended by the amount specified in the Transfer request. This begins the Transfer Grace Period.
<b>Auto-Approve</b>	If after 5 days, no action has been taken, the Registry Service approves the Transfer automatically. If the Transfer was requested during the Auto-Renew Grace Period the extension to the registration period is reversed. The registration period is extended by the amount specified in the Transfer request. This begins the Transfer Grace Period.

**Registered > Deleted**

Transition from Registered to Deleted occurs on receipt of a request to Delete a domain name. If the domain name is in the Add Grace Period, it is removed from the Registry Service and may become available for registration.

**Registered > Redemption**

Transition from Registered to Redemption occurs on receipt of a request to Delete a domain name. If the domain name is not in the Add Grace Period, it transitions to the Redemption period state and all grace periods in effect are considered.

**Redemption > Pending Restore**

Transition from Redemption to Pending Restore occurs on receipt of a request to Restore a domain name. If the Redemption Period has not lapsed, the domain name transitions to the Pending Restore state. The domain name is provisioned in the DNS.

**Pending Restore > Registered**

Transition from Pending Restore to Registered during the Pending Restore period occurs when the sponsoring Registrar completes the Restore via a Restore (report) containing the registration data as at the time of deletion, the registration data at the time of the report, and the reason for the Restore to occur.

**Pending Restore > Redemption**

Transition from Pending Restore to Redemption occurs automatically 7 calendar days after the transition to the Pending Restore state. If a Restore (report) is not received the domain name transitions

to the Redemption state, which begins a new Redemption period. The domain name is removed from the DNS.

#### Redemption > Pending Delete

Transition from Redemption to Pending Delete occurs automatically 30 calendar days after the transition to the Redemption state. If a Restore (request) is not received the domain name transitions to the Pending Delete state.

#### Pending Delete > Deleted

Transition from Pending Delete to Deleted occurs automatically 5 calendar days after the transition to the Pending Delete state. The domain name is removed from the Registry Service and may become available for registration.

## Locks on Domain Names

Locks may be applied to the domain name to prevent specific operations occurring. There are two types of locks that may be applied: 'client' locks and 'server' locks. Client and server locks may be applied independently or simultaneously.

Locks prefixed with 'client' are set or removed by the sponsoring Registrar; and we may set or remove locks prefixed with 'server'. Locks are added and removed independently however they can be combined to facilitate the enforcement of other processes, and outcomes such as those required as part of Uniform Domain Name Dispute Resolution Policy (UDRP).

The available locks are as follows.

#### Delete Prohibited

<b>Domain status</b>	clientDeleteProhibited
	serverDeleteProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Update, Renew, and Transfer (request)
<b>What it means for a domain name</b>	Requests to delete the domain name are rejected.

#### Hold

<b>Domain status</b>	clientHold
	serverHold
<b>In DNS?</b>	No
<b>Allowed operations</b>	Update, Renew, Transfer (request) and Delete
<b>What it means for a domain name</b>	DNS information is not published for the domain name.

#### Renew Prohibited

<b>Domain status</b>	clientRenewProhibited
	serverRenewProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Update, Transfer (request) and Delete
<b>What it means for a domain name</b>	Requests to Renew the domain name are rejected. Auto-Renew is allowed.

**Transfer Prohibited**

<b>Domain status</b>	clientTransferProhibited
	serverTransferProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Update, Renew, and Delete
<b>What it means for a domain name</b>	Requests to Transfer the domain name are rejected

**Update Prohibited**

<b>Domain status</b>	clientUpdateProhibited
	serverUpdateProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Renew, Transfer (request), Delete and Update
<b>What it means for a domain name</b>	Requests to Update the domain name are rejected, unless the Update removes this state.

## Notes on the Update Command and Delegation to the DNS

The Update command does not impact the state of the domain name through its lifecycle; however the command may be used to add and remove delegation information, which changes the DNS state of the domain name.

A domain name is required to have 1 or more name servers published in the DNS.

The following status information will appear in the WHOIS Service for a domain name that is not provisioned to the DNS:

<b>inactive</b>	The domain name has no name server information.
<b>clientHold</b>	The Registrar has withheld the domain name from publication to the DNS.
<b>serverHold</b>	We have withheld the domain name from publication in the DNS, either due to having an insufficient number of name servers, or as a result of another process or requirement.

## Special Considerations

### ICANN Approved Bulk Transfers

ICANN approved bulk transfers of domain names from one Registrar to another do not follow the typical transfer lifecycle.

When bulk transfers are initiated existing grace periods are invalidated and no refunds are credited to the losing Registrar. The prohibition of a transfer period on domain names created or transferred within 60 calendar days does not apply after, and does not begin the Transfer Grace Period.

## Uniform Rapid Suspension

The Uniform Rapid Suspension system allows for:

- the addition of one year to the registration period of a domain name, limited to the 10 year maximum; and
- placing of locks to prevent transform operations being performed, other than to restore a domain name as allowed by the URS system.

At the expiration of the registration period, a domain name is not automatically renewed, but proceeds to the Redemption state and is not eligible for restoration.

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