



Registrant Transfer Form

This form is to be used to transfer a domain name from one Registrant (holder/owner) to another in the event that the online Registrant Transfer process can't be used.

Please note that there is a fee of \$39.95 + GST for manual processing of this form, whereas the online Registrant Transfer process is free of charge.

I. Domain Name Information

Please provide the domain name(s) that you wish to change the Registrant for below:

Domain Name(s): _____

II. Current Domain Registrant Information

Domain Registrant Name: _____

If an organisation, name of representative: _____

Contact email address: _____

Type of Identification provided (circle one): Drivers Licence / Passport / Company Letterhead
Other _____ (please specify)

III. Current Domain Registrant Authorisation

I, _____, request that the Domain Name registration(s) listed in Section I be transferred to the individual and/or organisation listed in Section IV of this document.

- **If you are an individual**, please attach a signed and dated photocopy of a valid form of identification (Note: accepted forms of identification are national or local government-issued, such as a valid driver's license or passport) or;
- **If you are representing an organisation**, please attach a letter of authorisation on your Organisation's letterhead, signed by an authorised individual e.g. Company Director.

**ONE OF THE ABOVE FORMS OF IDENTIFICATION MUST BE SUPPLIED TO
AUTHORISE THIS REGISTRANT TRANSFER**

Please sign and date this letter to indicate your authorisation of this transfer.

Signature: _____ Date: _____

Print Name: _____



IV. New Registrant Information

Please provide contact information for the new registrant below. These contact details will be the official registrant for the Domain Name(s) being transferred.

New Registrant Name: _____

If an organisation, name of representative: _____

Street Address: _____

Town/City: _____

Postcode: _____

Telephone Number: _____

Fax Number (if applicable): _____

Mobile Phone Number (if applicable): _____

Email Address: _____

V. New Registrant Account

If you have an existing account at Freeparking please provide your current username and password details below. Alternatively, if you do not have an account with Freeparking, please specify a username and password that you would like to use (if the username chosen is already taken, Freeparking will assign a similar username for you).

Username: _____

Password: _____

VI. Billing Information

Please provide the credit card information that is to be used by Freeparking to make payment for the \$39.95 + GST processing fee associated with this form.

Cardholder's Name: _____

Credit Card Number: _____

Card Expiry Date: _____

Cardholders Signature: _____



VII. Terms and Conditions

Both the **current and new registrant** must read and agree to the Freeparking Terms and Conditions, and the Freeparking Transfer Terms below;

- a) I, the current registrant, confirm that I am authorised to action a change of registrant for this domain. ☐
- b) I, the current registrant, agree to release Freeparking from any further obligation to itself after the completion of the change of registrant processes. ☐
- c) I, the prospective registrant, confirm that I have requested the change of registrant, and that I have read and accepted all relevant terms of service set out in the registrant's agreements. ☐
- d) I, the prospective registrant, agree to indemnify Freeparking, their agents, officers, and employees for any costs, losses, or liabilities incurred in the reasonable performance of their duties in processing this request, or in dealing with claims arising from the allocation or use of the name. ☐
- e) I, the prospective registrant, declare that there is no reason why the change of registrant request should not be actioned. ☐
- f) I, the prospective registrant, agree to allow Freeparking to seek further proof of identity, or evidence of my ability, to meet the conditions for holding a domain name. ☐

Please review the Freeparking Terms and Conditions at <http://www.freeparking.co.nz/about-us/policies> and indicate below that you have read, understand and agree to these Terms and Conditions:

Current Registrant:

I have read, understand and agree to the Freeparking Terms and Conditions and Transfer Terms

Signature: _____ Date: _____

New Registrant:

I have read, understand and agree to the Freeparking Terms and Conditions and Transfer Terms

Signature: _____ Date: _____

Please complete this form and fax, post or email it to:

Fax

(06) 757 2883 – Within NZ
+64 6 757 2883 - International

Post

Freeparking
Level 2, 2 Devon Street East
New Plymouth, New Zealand

Email

accounts@freeparking.co.nz