Attachment C
Internet Assigned Numbers Authority
Format, Content, and Technical Requirements for Requests to Change TLD Contact Information

(This document applies only to TLDs as to which a written agreement is in effect between ICANN and the TLD delegee, sponsor, or operator.)

1. Requests for changes in TLD contact data are to be submitted by e-mail to root-mgmt@iana.org.

2. Requests should be submitted by filling out the template available at http://www.iana.org/tld/cctld-template.txt (for ccTLDs) or http://www.iana.org/tld/tld-template.txt (for other TLDs).

3. Requests for changes to TLD contact data must include all applicable elements of data requested in items 3-5 of the template. All information submitted must be accurate.

4. Contact change requests are subject to verification of authenticity and authorization. Both the listed technical contact and the listed administrative contact should be available to verify that the request is authentic and they authorize the requested change. Except where a contract between ICANN and the TLD delegee, sponsor, or operator expressly states to the contrary, the IANA shall be entitled to rely on authorization of either the administrative or technical contact as constituting a request for a contact change by the TLD delegee, sponsor, or operator, except that any change of the identity of the Sponsoring Organization, administrative contact, or technical contact must comply with notice requirements stated in the agreement.

(9 May 2001)