

Email Address Change Form

This form is to be used to change the email address on file for domain names for which Register.com is the registrar, in the event the email address presently associated with the domain name administrative, organizational, billing or technical contact information is not functioning and/or you do not have access to the email address to make the changes using your Domain Management tool.

Register.com requires authorization from the legal owner/registrar of the domain name in order to change email information associated with the domain name.

To authorize the change of email address, please complete this form and fax it to:

Toll free in the U.S. and Canada: (866) 854-3811 or Outside the U.S. and Canada: +1 (902) 749-5423

I. Current Registrant Contact Information

Please include in this section the complete contact information for the contact on file for the domain name for which you wish to change the email address. The individual can be the Administrative, Organizational, Billing or Technical Contact for the domain name, whose information must appear in Register.com's database.

All fields on this form are required to be completed. Incomplete forms will not be processed. All information submitted must match the contact information on file by Register.com.

In the fields below, please enter the contact information for the individual requesting the change of email, including the incorrect or invalid email address currently associated with the contact for this domain name.

All fields are required except Fax Number

Domain Name(s):
Type of Contact (Administrative, Organizational, Billing or Technical):
First Name:
Last Name:
Organization Name:
Street Address:

City:
State:
Zip Code/Postal Code:
Country:
Telephone Number:
Fax Number:
Current Email Address:

II. New Email Address

Please provide the new email address that you would like associated with the contact for this domain name. Be sure that this new email address is properly functioning, accessible and is spelled correctly below, as all future confirmation messages from Register.com will be sent to this address:

New Email Address:

III. Authorization Signature and Photo ID

In this section, please provide a signed and dated letter authorizing the email change. The letter is attached below. Additionally, please attach a **signed photocopy of a valid government-issued photo ID**.

Note: Accepted forms of identification are national, state or local government-issued forms of identification, such as a valid driver's license, passport or military ID. If an officer of the registrant is requesting the change, you must also fax proof of that persons' position with the registrant, such as the registrant's corporate filing certificate listing that person as an officer.

PLEASE PLACE PHOTO ID HERE

Letter of Authorization

This letter authorizes that I, _____, authorize Register.com to change the email address for the contacts associated with the domain name(s) listed in Section I of this Document to the email address listed in Section II of this document.

Signature: _____ **Date:** _____

Print Name: _____