

Instructions :

This template is only for a case if the current Administrative Contact is no longer in charge of the domain name(s).

Please fill in the form and email it to customercare@mynic.my. The form must be printed using the Registrant letterhead and affixed with a company stamp.

Administrative Contact is the authorized person who can speak and contact on behalf of the registrant.

Regards,

MYNIC Berhad (735031-H)
Tel: 1300-88-7277

customercare@mynic.my

CHANGE OF ADMINISTRATIVE CONTACT & ROLE FORM

PART A: DOMAIN NAME

We wish to update the Administrative Contact & Role for the domain name(s):

Domain Name	
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PART B: CURRENT ADMINISTRATIVE CONTACT

Please fill in the current Administrative Contact information as in the MYNIC WHOIS record available at <https://mynic.my/whois>

Administrative Contact Name	
Email Address	
Reason to change Administrative Contact: <i>Please tick which applicable</i>	<input type="checkbox"/> No longer in charge of the domain name(s) <input type="checkbox"/> Already resigned from the organization/company

PART C: NEW ADMINISTRATIVE CONTACT & ROLE

Important note: The registrant must ensure the suitability of the person chosen to act as the new Administrative Contact & Role to manage .my domain name.

Please provide the new Administrative Contact & Role information.

First Name	
Last Name	
Office Phone No.	
Mobile No.	
E-mail Address	

Important Note:

The e-mail address will be set as a new username of the Administrative Contact & Role. Thus, please ensure the e-mail address is valid and it is **NOT** a third-party's e-mail address. MYNIC will reject the application if the e-mail address belongs to MYNIC's Authorised Partners / Resellers.

PART D: ACCEPTANCE & ACKNOWLEDGEMENT

We understand that the changes request above are necessary to affect any applications under MYNIC's online system at selfcare.ichoose.my.

BY NEW ADMINISTRATIVE CONTACT & ROLE	COMPANY STAMP
Name: Designation: Date:	
VERIFIED BY DIRECTOR/HEAD OF DEPARTMENT/MANAGER	
Name: Designation: Date:	