

1. Go to https://www.mynic.net.my/mynic/auto_modify/.
2. The Administrative Contact needs to enter the **MYNIC Registration No.** or **Domain Name**. Click **Modify** button.

Please enter MYNIC Registration No. **or** Domain Name

MYNIC Registration No.

Domain Name

3. The Administrative Contact needs to enter his **User ID** and **Password** for authentication.
4. Click **Login** button.

Modify Domain Name Record of danny.name.my
Please select your contact type:

<input checked="" type="radio"/> Administrative Contact Help	<input type="radio"/> Technical Contact Help	<input type="radio"/> Billing Contact Help
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UserID :

Password :

Forgot your UserID? Check it out [here](#).
Forgot your password? Reset it [here](#).

5. Click **Option 4**. Under this option, the Administrative Contact can appoint a new Invoicing Party. Please refer to our FAQ for more information on the role of the Invoicing Party.

Administrative Contact of Domain Name *danny.name.my*
Please select your option:
Important Note: Any modification done to a handle's record will apply to all domain names tied to that handle.
Please refer to our FAQ for details.

Option 1 :
▪ Change Password

Option 2 :
▪ Appoint A New Billing Contact
▪ Appoint A New Technical Contact
▪ Modify Administrative Contact Record
▪ Modify Email Forwarding Address

**One or more items can be modified under option 2*

Option 3 :
▪ Modify Administrative Contact Name
**Option 3 is subject to MYNIC's verification*

Option 4 :
▪ Appoint New Invoicing Party

6. Administrative Contact needs to choose the Invoicing Party from the pull down menu and click **Next** button to proceed.

Administrative Contact of Domain Name *danny.name.my*
Please choose the new invoicing party that you wish to assign for domain *danny.name.my*

Domain	Current Invoicing Party	New Invoicing Party
<i>mynic-abc.com.my</i>	R027	MYNIC, MMOS Berhad

Next

- Administrative Contact needs to confirm and click **Yes** button to complete the process.

Administrative Contact of Domain Name **danny.name.my**

Transfer domain Invoicing Party

New Invoicing Party Details	
MYNIC Handle	: MYNIC
Invoicing Party Contact Person	: MYNIC Billing Unit
Organisation Name	: MYNIC, MIMOS Berhad
Address Line 1	:
Address Line 2	:
Address Line 3	:
Postcode	: 57000
Town	: Kuala Lumpur
State	: Wilayah Persekutuan
Organisation Phone Number	: 03- 89917272
Organisation Fax Number	: 03- 89917277
E-mail address	: billing@mynic.net.my

Confirm appointing new Invoicing Party for domain name **danny.name.my** to "MYNIC, MIMOS Berhad" ?

- The Administrative Contact is informed that his/her request has been done and an acknowledgement e-mail has been sent to the relevant contact person(s) (**Appendix 1**).

New Invoicing Party for domain name **danny.name.my** has been successfully appointed to "MYNIC, MIMOS Berhad"



APPENDIX 1

Date: Thu, 1 Jul 2004 18:17:02 +0800 (MYT)
From: domreg@mynic.net.my
To: syafiqah@hotmail.com
Cc: solehah@yahoo.com, basri@hotmail.com, domreg@mynic.net.my, billing@mynic.net.my
Subject: [20040701-181650-30536566] Invoicing Party Transferred – danny.name.my

- New Invoicing Party Transferred

New Invoicing Party

MYNIC Handle (Current)	: R027
MYNIC Handle (New)	: MYNIC
Invoicing Party Contact Person	: MYNIC Billing Unit
Organisation Name	: MYNIC MIMOS Berhad
Organisation Address	
Address Line 1	: Technology Park Malaysia
Address Line 2	:
Address Line 3	:
Postcode	: 57000
Town	: Kuala Lumpur
State	: Wilayah Persekutuan
Organisation Phone Number	: 603-89917272
Organisation Fax Number	: 603-89917277
E-mail address	: billing@mynic.net.my

Thank you.

Regards,

<MYNIC Standard Signatures>

*** Please note that contents of e-mails in Appendix 1 may be subject to change**