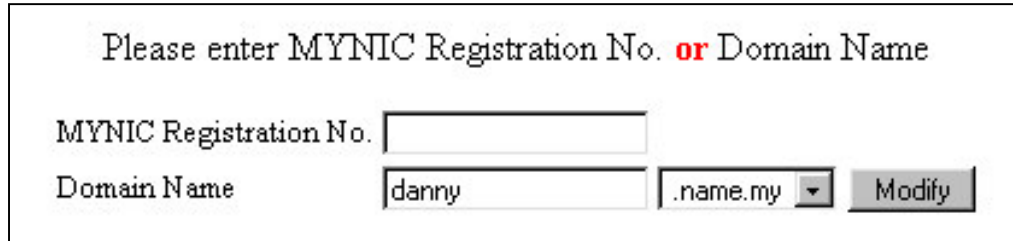


1. Go to https://www.mynic.net.my/mynic/auto_modify/
2. The Billing Contact needs to enter the **MYNIC Registration No.** or **Domain Name**. Click **Modify** button.

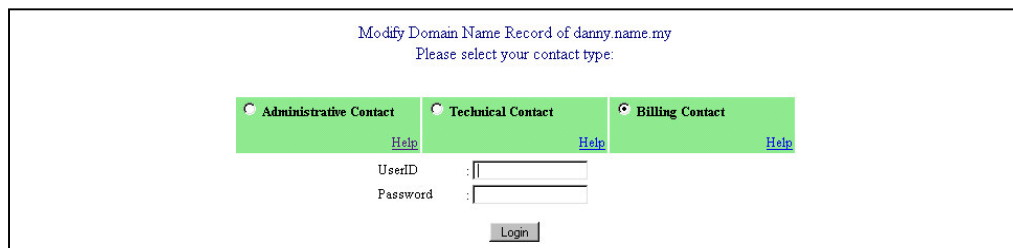


Please enter MYNIC Registration No. **or** Domain Name

MYNIC Registration No.

Domain Name

3. The Billing Contact needs to choose and 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:


Administrative Contact Technical Contact Billing Contact

[Help](#) [Help](#) [Help](#)

UserID :

Password :

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



Billing 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.

:

- Change Password

:

- Modify Billing Contact Record

:

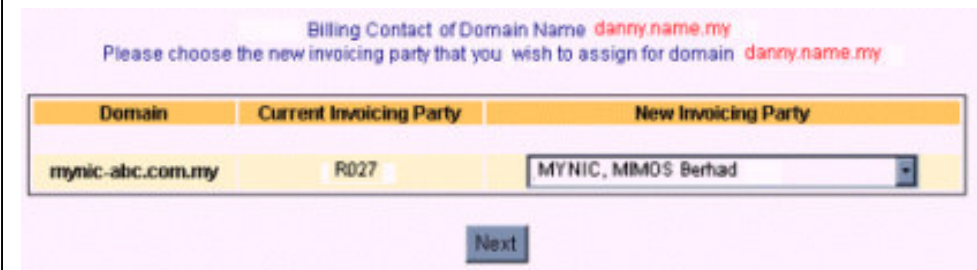
- Modify Billing Contact Name

**Option 3 is subject to MYNIC's verification*

:

- Appoint New Invoicing Party

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



Billing 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
mynic-abc.com.my	R027	MYNIC, MMOS Berhad

Next

7. Billing Contact needs to confirm and click **Yes** button to complete the process.

Billing 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" ?

8. The Billing 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 - mynic-abc.com.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**