


1. Please select a Reseller from the Reseller list at:
<http://www.mynic.net.my/newhp/reseller-list.htm>
2. Main Menu for selected Reseller.



MYNIC Reseller System

Register New Domain Name

Domain Name

1 enter a domain name label in lowercase 2 choose a 2nd level domain name 3 Search Domain Name

Before proceeding with application process, **Reseller** is reminded to do the following-

- check Reseller account;
- ensure that application complies with [MYNIC Domain Name Registration Rules And Procedures](#);
- ensure that all necessary Supporting Documents confirming Registrant's validity (for e.g. the relevant ROC, ROB or ROS documents) have been obtained;
- provide the Registrant with a copy of the Agreement for Registration of Domain

The user needs to enter two inputs:

- (1) type in the domain name label,
 - (2) select ".name.my" for the second level domain name.
3. Before proceeding, the user is reminded to do the following:
 - 3.1 ensure that the application complies with MYNIC Domain Name Registration Rules And Procedures.
 - 3.2 ensure that all necessary Supporting Documents confirming Registrant's identity have been furnished to the Reseller. Please check MYNIC's website or consult with your Reseller for details.
 4. Click **Search** icon. The search facility will check the database for domain name availability. If the domain name is not available, the user will be notified.

5. If the domain name is available, the system will proceed to the next page as follows:

**Personal Domain Name dev-nuriman.name.my is AVAILABLE for registration
as of 09-Jul-2007, 04:25 PM**

If you want to search for other domain names, please go back to [MAIN MENU](#)

PERSONAL DOMAIN NAME REGISTRATION FORM - VERSION NUMBER 1.0

1. Type of Registration	NEW
2. Personal Domain Name	dev-nuriman.name.my
3. E-mail address	dev-nuriman@name.my

Registrant / Admin Contact

Instruction:

- ◆ For personal domain names, the Registrant is also the Administrative Contact.
- ◆ Customer must be a person/individual, and above 18 years old.
- ◆ Customer must fill out ID information :
 - ◊ National Registration Identity Card (NRIC) Number for Malaysian citizens
 - ◊ Passport number for non-Malaysians living in Malaysia.
- ◆ Please use the **Registrant Handle** under **Returning Customer**, if a **Registrant Handle** has already been created.
- ◆ If there is no existing handle, please provide new information under **New Customer**.
- ◆ If your IC No. (**New/Old**) or your passport already exists in our database, the system will grab the existing handle.

➔ **Returning Customer**

- ◆ **Registrant Handle**

Search our database to find an existing Registrant Handle. OR
 your unique MYNIC handle for individual (PDN Style)

6. Complete the Registrant details. If the user wishes to fill-in details of an existing Registrant, enter an existing MYNIC Handle below the arrow icon for 'Returning Customer'.

Note1:

Using the MYNIC Handle helps you to quickly designate an existing Registrant without having to re-enter the information. Please note that for personal domain names, the Registrant and Administrative Contact is the same person.

7. To find an existing MYNIC handle, the user may search for it by pressing the **Search** button.

To search by:	
Domain Name	<input type="text"/> .name.my <input type="button" value="Search"/>
Contact Person MYNIC Handle	<input type="text"/> <input type="button" value="Search"/>
Identification Card	
New IC NO.	<input type="text"/> <input type="button" value="Search"/>
Old IC NO.	<input type="text"/> <input type="button" value="Search"/>
Passport	<input type="text"/> <input type="button" value="Search"/>
Birth Certificate	<input type="text"/> <input type="button" value="Search"/>
Server Information	
Name Server MYNIC Handle	<input type="text"/> <input type="button" value="Search"/>
Name Server Hostname	<input type="text"/> <input type="button" value="Search"/>
Name Server Hostname & IP Address	<input type="text"/> <input type="button" value="Search"/>

7.1 On this page, the user may search for any of the information stated below:

- i. Domain Name
- ii. Contact Person MYNIC Handle
- iii. New IC No.
- iv. Old IC No.
- v. Passport No.
- vi. Birth Certificate
- vii. Name Server MYNIC Handle
- viii. Name Server Hostname
- ix. Name Server Hostname & IP address

Note2:

For quick search, users may search using the Registrant's identity card number (New IC No./Old IC No./Passport No.). Please note that each identity may register a maximum of eight personal domain names.

7.2 The screen below shows an example of information that can be traced from the search made on a registered domain name.

<p>IC No. (New) 450505-11-1111 Lookup Result</p> <p>Registrant MYNIC HANDLE : PDN000086 Record last updated on 17-Sep-2003</p>
--

7.3 Select handle information and paste.

8. If the Registrant is a new customer, the user must create a new MYNIC Handle concerned by using Create Unique MYNIC Handle for Individuals facility.

- 8.1 Click **Create** button.
- 8.2 Fill-in the details as next page.

Note3:

The user is advised to fill-in only one identification card number. If the identification card number already has an existing MYNIC handle, the system will inform the user that he/she may copy and paste the existing MYNIC handle.

Creation of Unique MYNIC Handle for Individuals
Please fill in your information:
*Note: * Fill-in a mandatory field*

First Name * :

Last Name * :

Display Name :

Gender * : Male - Female

Race * : if other, please specify

New IC No. or :

Old IC No. or :

Passport No. or :

Birth Certificate :

Date of Birth * :

Address Line 1 * :

Address Line 2 :

Address Line 3 :

Postcode :

Town :

Phone No. * :

Fax No. :

E-mail Address * :

UserID * :

Rules for User ID :

UserID

- Between 5 - 10 Characters long
- Use numbers (0-9) and lowercase letters (a-z)
- No spaces

- 8.3 Click **Create** button once the information has been completed. System will display all the information for the user to view.
- 8.4 Click **Confirm** button to proceed. System will generate a new MYNIC Handle and a notification e-mail regarding the UserID and generated password will be sent to the Contact Person once the application has been submitted. Refer **Appendix 1**.

New MYNIC handle **PDNA000451** for Individual has been created.

8.5 Copy the new MYNIC Handle and paste it on the form.

Note4:

Apart from the Registrant, this facility can be used to create a MYNIC Handle for the Subsidiary, Technical or Billing Contact Person.

9. Once completed, scroll down to fill in the next field.

Email Forwarding Address

Note : A .name.my e-mail address (**dev-nuriman114@name.my**) will be automatically created for you.

5. Email Forwarding * e.g. xyz@abc.com.my

Please provide the e-mail forwarding address for dev-nuriman114@name.my.

Fill in an existing email address. MYNIC's e-mail forwarding service will forward incoming email for <pdn>@name.my to this existing email address. The existing email address must be functioning.

10. The next section is subsidiary information (optional field).

Subsidiary Information

- Please fill in this section if you are registering the domain name on behalf of a minor.
- This information is necessary to give effect to a transfer of the domain name to the minor, when he/she reaches 18 years old. Please provide correct and accurate information.
- Prior to that transfer (if any), you will be responsible for the domain name.

→ **Returning Customer**

- **MYNIC Handle** :

Search our database to find an existing MYNIC Handle.

your unique MYNIC handle for individual (PDN Style)

Registrant must fill in this section if the application is on behalf of a minor who is below 18 years old. Registrant may transfer the domain name to the minor once the minor reaches 18 years old. Up to that time, the Registrant is responsible for the domain name. To create new MYNIC Handle, **please refer step no. 8.**

11. Next section is Technical Contact information.

Technical Contact

Instruction:

- ◆ Please use the Technical Contacts MYNIC handle under **Returning Customer**, if a handle has already been created.
- ◆ If there is no existing handle, please provide the new Technical Contact information under **New Customer**.

➔ **Returning Customer**

◆ **MYNIC Handle** :

🔍 Search our database to find an existing MYNIC Handle. OR

a new Technical MYNIC Handle (Organisation Style) OR

your unique MYNIC handle for individual (PDN Style)

The user can choose either to:

- use an existing MYNIC Handle, or
- create a unique MYNIC handle for individuals, or
- create a new Technical Contact MYNIC handle for organisation

11.1 If the user wishes to appoint a Contact Person (individual or organisation) with an existing MYNIC Handle, he/she can look up the relevant Contact Person MYNIC Handle by clicking on the Search button. **Please refer step no. 7.**

11.2 If the user wishes to appoint an individual with no existing MYNIC Handle, he/she must first create a MYNIC handle for the individual concerned by using the Create Unique MYNIC Handle for Individuals facility. **Please refer step no. 8.**

11.3 If the user wishes to appoint an organization with no existing MYNIC Handle, he/she must first create a MYNIC handle for the Contact Person concerned by using the **Create MYNIC Handle for organization** facility.

11.3.1 Click **Create** button.

11.3.2 Fill-in the details as below

➔ Create Contact Handle

1a. Name

First Name*

Last Name*

1b. Organisation Name*

1c. Organisation Address

Address Line 1 *

Address Line 2

Address Line 3

Postcode * Town * :

State * If others, please specify

Country * If others, please specify

1d. Phone Number * -

1e. Fax Number -

1f. E-mail Address * e.g. xyz@abc.com.my

1g. UserID *

Rules for User ID :

UserID

- Between 5 - 10 Characters long
- Use numbers (0-9) and lowercase letters (a-z)
- No spaces

11.3.3 Click **Submit Form** button once the information has been completed. System will display all the information for the user to view.

11.3.4 Click **Confirm** button to proceed. System will generate a new MYNIC Handle and an acknowledgement e-mail regarding the userID and generated password will be sent to the Contact Person once the application has been submitted. Refer **Appendix 1**.

11.3.5 Copy the new MYNIC Handle and paste it on the form.

12. The next field is for Billing Contact.

Billing Contact

Instruction:

- Please use the Billing Contact's MYNIC handle under **Returning Customer**, if a handle has already been created.
- If there is no existing handle, please create a new Billing Contact handle.

→ **Returning Customer**

- Billing contact information identical with :

If "Others" please specify the existing MYNIC handle or create new MYNIC Handle.

- MYNIC Handle :

[Search our database to find an existing MYNIC Handle](#)
OR
 Create a new Billing MYNIC Handle (Company Style)
OR
 your unique individual MYNIC handle (PDIY Style)

The user can choose either to:

- use an existing MYNIC Handle (**Please refer step no. 7**), or
- create a unique MYNIC Handle for individuals (**Please refer step no. 8**), or
- create a new Billing Contact MYNIC handle for organization (**Please refer step no. 11.3**)

13. Next section is primary and secondary name servers information. The user may use an existing Name Server MYNIC Handle or use new Name Server information.

Primary Name Server

Instruction:

- Please use the primary name server's MYNIC handle under **Returning Customer**, if a handle has already been created.
- If there is no existing handle, please provide the new primary name server information under **New Customer**.

→ **Returning Customer**

- MYNIC Handle : [Search our database to find an existing MYNIC Handle](#)

→ **New Customer**

9a. Primary Server Hostname* e.g. abc.com.my

9b. Primary Server Netaddress* . . . e.g. 123.123.123.123

14. The user will find two buttons at the bottom of the page: **Submit Form** and **Clear Form**.

15. The **Clear Form** button is to clear or cancel the information and the **Submit Form** button is to view the information the user has entered.

16. When the user clicks the **Submit Form** button, the system will display all the items that the user has entered in the Domain Name Registration Form.
17. The user needs to ensure that all the information given is correct before proceeding to the next section.

PERSONAL DOMAIN NAME REGISTRATION FORM - VERSION NUMBER 1.0	
1. Type of Registration	NEW
2. Domain Name	dev-nuriman114.name.my
3. E-mail address	dev-nuriman114@name.my
Registrant / Admin Contact	
4a. Name	
First Name	Nur Nadia
Last Name	Natasha
4b. Displayed Name	
4c. Gender	Female
4d. Race	Malay
4e. IC No	
New IC No.	
Old IC No.	K1111111
4f. Passport/License/ID card	
Passport/License/ID card	
4g. Date of Birth	01-Jan-1960
Email Forwarding Service	
5a. Email Forwarding	norlin@mynic.net.my
Subsidiary Information	
Technical Contact	
7a. Name	
First Name	Wan
Last Name	Amat
7b. Organisation Name	fdfdrgvrsf fdfdrsfes
7c. Organisation Address	
Address Line 1	ddsc ddsdfdfs
Address Line 2	
Address Line 3	
Postcode	333232
Town	ffddsrfdsf
Primary Name Server	
9. Primary Name Server MYNIC Handle	SVA000016
9a. Primary Name Server Hostname	ns.kancil.name.my
9b. Primary Name Server Netaddress	6.7.8.9
Secondary Name Server	
10. MYNIC Handle	SVA000017
10a. Secondary Name Server Hostname	ns1.kancil.name.my
10b. Secondary Name Server Netaddress	66.66.77.88
Submit Form	Submit Application
Edit Form	Use browser's BACK button to go to the previous page and edit the information .

18. To edit the information, click the browser's **Back** button. Click on the **Submit Form** to proceed to the next section.

19. Click **Submit** button.
20. The application will be e-mailed to your chosen Reseller for approval. A notification e-mail will be sent to the Contact Person(s) and Reseller (**Appendix 2**).

**New Application to Register Personal Domain Name dev-nuriman121.name.my
received on 11-Dec-2003 03:59:36 PM.**

Please quote the personal domain name when
communicating with Reseller staff.

Application has been e-mailed to Reseller (MYNIC Testing - Norlin) for confirmation.

A notification has been e-mailed to the
Administrative Contact Mohd Adha (abc@abc.com.my), Subsidiary Contact ghh hjhj (norlin@mynic.net.my) and
Technical Contact Norhida Hassan (norhida@abc.com.my),
Billing Contact 1 Norhida Hassan (norhida@abc.com.my) and
Reseller MYNIC Testing - Norlin (norlin@mimos.my).

21. The Administrative Contact is required to furnish the relevant Supporting Document to Reseller within 14 days.
22. A notification e-mail will be sent by MYNIC once the domain name is registered (**Appendix 3**).
23. If the domain name application does not follow MYNIC's processes and procedures, Reseller or MYNIC will cancel the application. Cancellation e-mail will be sent to Contact Person(s) and Reseller (**Appendix 4**).



APPENDIX 1

Date: Fri, 22 June 2007 10:38:12 +0800 (MYT)
From: MYNIC Domain Name Registration <domreg@mynic.net.my>
To: abc@abc.com.my
Subject: [20070622-103808-97554403] User ID and Temporary Password - dev-124a.name.my

Dear Sir/Madam,

Pls keep this email for your record.

Admin Contact:-

User Id: hijau43453
Temporary Password: 91584868

Please change the temporary password at
<https://www.mynic.net.my/mynic/modify/multiple/index.cfm> once the Domain Name has been successfully registered.

The UserID and Password will be required if you request for modification of the Domain Name involving with the MYNIC Handle.

<MYNIC Standard signature>



APPENDIX 2

Date: Fri, 22 June 2007 16:22:15 +0800 (MYT)
From: MYNIC Domain Name Registration <domreg@mynic.net.my>
To: abc@abc.com.my
Cc: xcx@abc.com.my, abc@abc.com.my, norlin@mimos.my
Subject: [20070622-172202-4164544] dev-nuriman123a.name.my

Reseller Ref. No : R01
Reseller Org. Name : MYNIC Testing - Norlin

New Application to Register Domain Name dev-nuriman123a.name.my

DOMAIN NAME REGISTRATION FORM

1. Type of Registration : NEW
2. Domain Name : dev-nuriman123a.name.my
3. E-mail Address : dev-nuriman123a@name.my

Registrant Contact Details

(NOTE: Registrant must be person/individual and above 18 years old)

4. MYNIC Handle :PDNA000228

4a. Name

 Firstname : Mohd

 Lastname : Adha

.
.
.

This is a message to acknowledge that your request has been e-mailed to Reseller [R01]. This acknowledgement is "NOT" a confirmation that your request has been approved. Please wait for an email reply from your Reseller.

You are advised to furnish your supporting documents (photocopy of IC/Passport/Driver's license) to Reseller [R01] fax number : 03-27778448

Kindly take note that the application process must be completed within 14 days before 06-Jul-2007 failing which your application will be cancelled.

By submitting the Domain Name Registration Form to domreg@mynic.net.my, the Registrant confirms that the Registrant has read, understood, accepted and agreed to be bound by all the terms and conditions of this Agreement, refer to http://www.mynic.net.my/newhp/MYNIC-050_Agree.htm.

If you wish to correspond with the Reseller regarding this request, please include the ticket number [20070622-172202-4164544] and the domain name in the subject.

<MYNIC standard signature>

APPENDIX 3

Date: Fri, 22 June 2007 17:22:15 +0800 (MYT)
From: MYNIC Domain Name Registration <domreg@mynic.net.my>
To: abc@abc.com.my
Cc: xcx@abc.com.my, abc@abc.com.my, norlin@mimos.my
Subject: [20070622-172202-4164544] dev-nuriman123a.name.my

Registration done.

Please note that :

- (1) By submitting the Domain Name Registration Form to domreg@mynic.net.my and/or registering/using the domain name, Registrant confirms that he/she has read, understood and accepted all the terms and conditions at Agreement for Registration of Domain Names (MYNIC-050)
<http://www.mynic.net.my/mynic/doc/MYNIC-050.html>
- (2) Registrant is responsible for the accuracy of ALL the information stated in the form. MIMOS Berhad reserves the right to revoke the domain at any time without prior written notice to the Registrant should MYNIC find any of the information supplied in the form to be incorrect/inaccurate.
- (3) The DNS servers should be running 24 hours.
- (4) Registrant must use the online Modify Domain Name Form at MYNIC website to update information.
- (5) Please contact your Invoicing Party for more information on the domain name payment. Details on the Invoicing Party can be viewed at
<http://whois.mynic.net.my>.



APPENDIX 4

Date: Wed, 27 Jun 2007 10:18:00 +0800 (MYT)
From: domreg@mynic.net.my
To: norul@abc.com.my
Cc: norul@abc.com.my, norul@mynic.net.my
Subject: [20070627-101028-82624975] Cancelled - dev-test.name.my

Application to Register Domain Name has been CANCELLED.

Reason (By Staff):

<MYNIC standard signature>

*** Please note that contents of e-mails in Appendix 1-4 may be subject to change**