

A world map composed of blue dots of varying sizes, centered on the Atlantic Ocean. The dots are arranged to form the continents, with a higher density of dots in the APAC region.

# APAC Webinar

## 9 October 2014

# Webinar Information - Agenda

## Introduction by Jia-Rong

- APAC Webinar (Second Thursday Bi-monthly)
  - Next webinar in December

## Presentation by Howard

- Introduction to ICANN Registrar Accreditation Application

## Recording by Caitlin

- Consensus Policy Updates: IRTP and AWIP (Inter Registrar Transfer Policy and Additional Whois Information Policy)

## Q&A by Howard

# Webinar Information

**Dial-in Numbers:** <http://tinyurl.com/kbhryl9>

**Conference ID: 645 127 3995**

In order to ask a question, you will either have to dial into the audio bridge (dial in details above) or type it in the Adobe Connect chat.

## **Q&A Session after the presentation:**

- Questions submitted to ICANN prior to the webinar given priority
- Questions will be answered as time permits

**Recordings & slides available after the webinar:**

<http://goo.gl/UGiBrv>

# Introduction to ICANN Registrar Accreditation Application

9 October 2014



**Howard Li**  
**Registrar Services Sr. Mgr**  
**ICANN APAC**

# Why ICANN Accreditation

- Improve organizational reputation:
  - ICANN Accredited Logo on your website and other marketing materials
- Direct connection with registry:
  - Can help your customer register domain names faster and safer
  - Access to many gTLDs
- Registry level price
  - Enjoy registry level whole sale price, lower your costs
- ICANN outreach events
  - Rights to attend ICANN's events like trainings, workshops, webinars and etc
- Participating in ICANN policy development
  - Rights to join ICANN's Registrar Stake Holder Group (RrSG), and involve in ICANN's policy development, shaping the future of Internet



# Basic Requirements for Accreditation

- Established legal entity in good standing
  - ✓ Business license, entity registration, etc
  - ✓ Non-criminal record (entity itself, shareholders, directors, officers, managers)
- Operational capability
  - ✓ Adequate staffing
  - ✓ Proper technical infrastructure and security methods
  - ✓ Doable business plans and business competency
- Capitalization
  - ✓ Access to adequate working capital (e.g., \$70,000 USD)
  - ✓ Bank statement, audited financial statement, bank letter of credit, etc
- Risk management / insurance
  - ✓ Continuity planning
  - ✓ \$500,000 USD commercial general liability insurance



# Where to Send Application

- Applicant can download the fillable RAA Application Form:  
<https://www.icann.org/en/system/files/files/application-19sep14-en.docx>
- Completed application should be printed out, signed, and sent by postal mail or courier to ICANN, along with all supporting documents

*Attn: Registrar Accreditation*

*Internet Corporation for Assigned Names and Numbers*

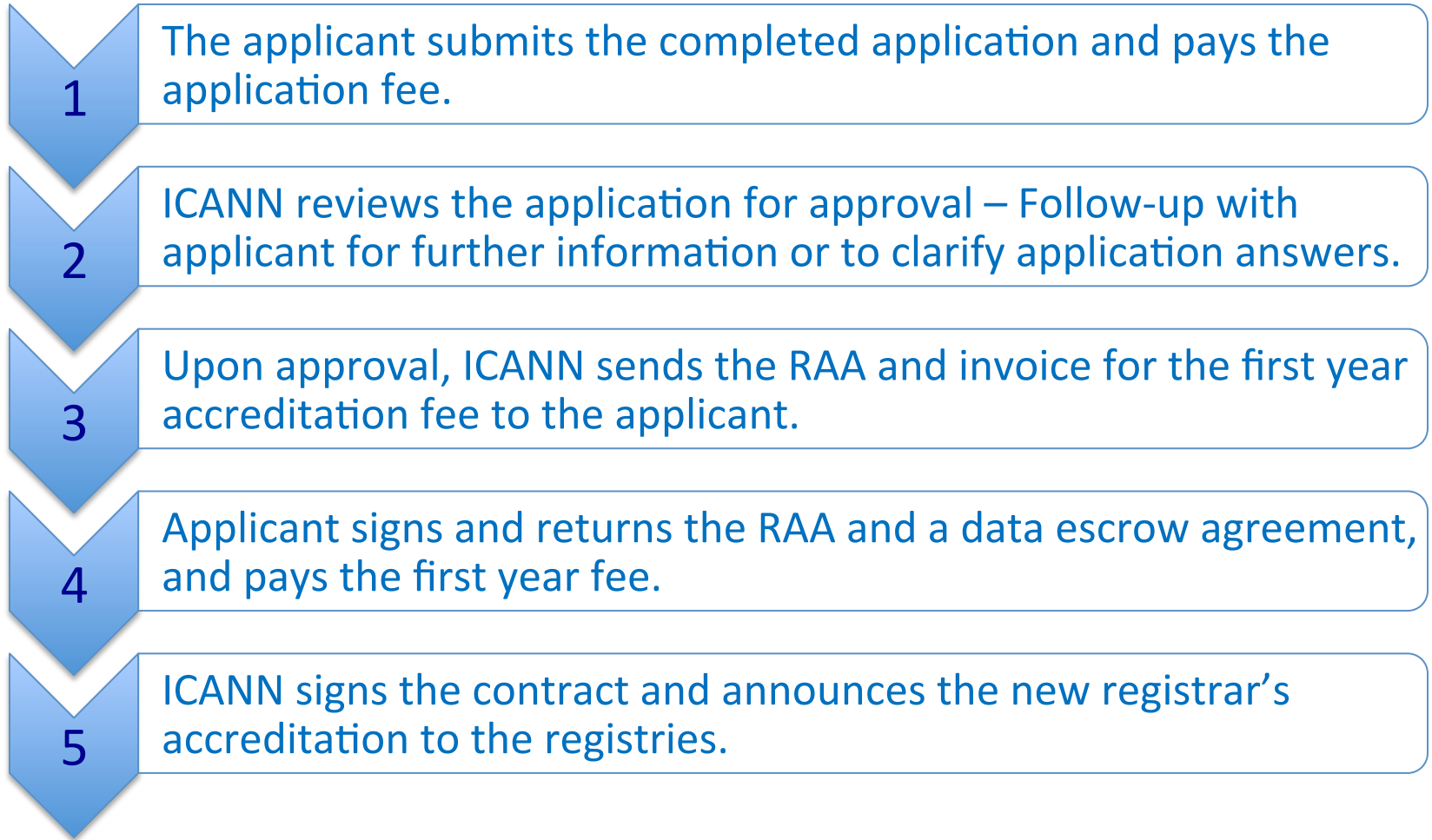
*12025 Waterfront Drive, Suite 300*

*Los Angeles, CA 90094-2536*

*USA*



# Application Process





# Accreditation Work Flow



- ✓ During the application phase, please direct your questions to [accredit@icann.org](mailto:accredit@icann.org)
- ✓ Please whitelist ICANN's email to ensure timely reception of emails
- ✓ Please prepare enough time for application processing

# Fees



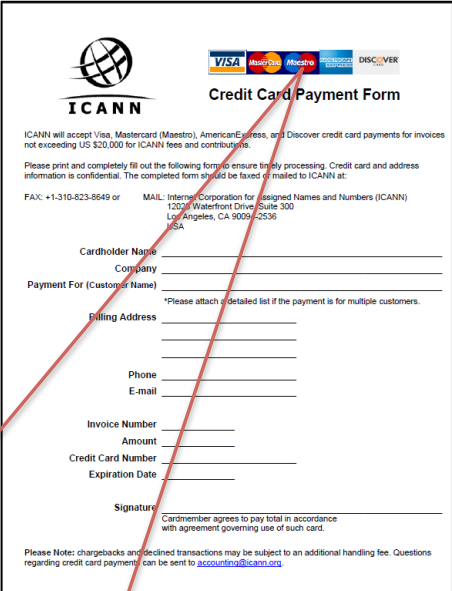
- **Application fee: \$3,500 USD**
  - One time fee
- **Annual accreditation fee: \$4,000 USD**
  - Can be paid in four installments, \$1000 USD/quarter
- **Quarterly variable fee:**
  - Approx. \$1,000 USD per quarter (as of 2014)
  - Possibility of 2/3 reduction for smaller registrars
- **Transaction fee:**
  - \$0.18 USD per “transaction-year” (add, renew, transfer-in)
  - Collected quarterly

# How to Pay Fees

ICANN accepts wire transfer, ACH, money order, check and credit cards

- *Credit card payment can be the best method for smaller amounts; you can download forms (see link below), fill and fax it back to +1.310.823.8649, or scan and email it back <https://www.icann.org/en/about/financials/credit.pdf>*
- *To make a wire or ACH payment, please contact ICANN accounting for bank routing details*
- *Paying by money order or check, please mail it to ICANN's office at Los Angeles, with ATTN: Finance Department*

Contact for payments: [accounting@icann.org](mailto:accounting@icann.org)



The image shows a 'Credit Card Payment Form' from ICANN. At the top left is the ICANN logo. To its right are logos for VISA, MasterCard, Maestro, American Express, and DISCOVER. The form text states: 'ICANN will accept Visa, Mastercard (Maestro), American Express, and Discover credit card payments for invoices not exceeding US \$20,000 for ICANN fees and contributions. Please print and completely fill out the following form to ensure timely processing. Credit card and address information is confidential. The completed form should be faxed or mailed to ICANN at: FAX: +1-310-823-8649 or MAIL: Internet Corporation for Assigned Names and Numbers (ICANN) 12020 Waterfront Drive, Suite 300 Los Angeles, CA 90046-2529 USA'. Below this are fields for 'Cardholder Name', 'Company', 'Payment For (Customer Name)', 'Billing Address', 'Phone', 'E-mail', 'Invoice Number', 'Amount', 'Credit Card Number', and 'Expiration Date'. A 'Signature' line is at the bottom. A note says: '\*Please attach a detailed list if the payment is for multiple customers.' At the very bottom, it says: 'Cardmember agrees to pay total in accordance with agreement governing use of such card. Please Note: chargebacks and declined transactions may be subject to an additional handling fee. Questions regarding credit card payments can be sent to [accounting@icann.org](mailto:accounting@icann.org)'.



# Common Application Issues



- x Incomplete / non-specific responses
- x Missing documentation
- x Potential compliance issues
- x Insufficient capitalization
- x Applicant background questions

# Applicant Resources



- Application process  
<https://www.icann.org/resources/pages/accreditation-2012-02-25-en>
- Application Guide  
<https://www.icann.org/resources/pages/instructions-2014-02-05-en>
- Application  
<https://www.icann.org/resources/pages/application-2012-02-25-en>
- Payment Instruction  
<https://www.icann.org/resources/pages/payments-2012-02-25-en>

# Recording



## Consensus Policy Updates: IRTP and AWIP

19 September 2014

*Caitlin Tubergen*

*Registrar Relations and Contracts Manager*



# Questions & Answers

## Questions will be answered as time permits

- Participants will be limited to 1 question and 1 brief follow up response

## Adobe Connect questions

- Send your question via the Chat pod in this format: “<Question> Type your question”

## Phone questions

- Dial \*6 (star six) to unmute the line

## Recordings & slides available after the webinar

- <http://goo.gl/UGiBrv>

## Post-webinar survey

- <https://www.surveymonkey.com/s/5KYQJWJ>



**Thank you**

[apachub@icann.org](mailto:apachub@icann.org)

