

## Manual Administrative Contact information Change Form

This documentation is to provide updated and valid Administrative contact information in order to access the Arvic Search Services Inc., [www.cadomains.ca](http://www.cadomains.ca), online Management Area User Account for your domain name registration(s).

Please note that the User Account email address and Administrative Contact information will both be updated with this document. The Administrative contact is the only person authorized to make changes to a domain name record.

For Registrants that are Corporations, please print this document onto Corporate Letterhead.

Scan and email an electronic copy to [registrar@cadomains.ca](mailto:registrar@cadomains.ca) Or Fax your completed form to 1-403-294-0944 ATTN: DOMAIN DEPARTMENT

### Part A: List the Domain Name(s) this update will affect - Required

If you need more space than is provided below, please attach a document with the full list of all affected domain names.

Domain Name(s):	
-----------------	--

### User/Admin Contact Details – New Contact Information - Required

First Name:			
Last Name:			
Organization:			
Address:			
City:			
Province:	Postal Code:	Country:	
Phone:			
Email:			

### Part B: DNS Server (Hosts) Update – not required

**Fill in the following DNS server information ONLY if you need us to update the DNS servers** when we update the Administrative contact information. Only fill in the following information if you need to expedite your DNS Update. Note: The DNS servers will be updated for every domain name(s) listed in Part A above.

\*DNS1 & DNS2 are required

IP Addresses are only required if these are new DNS servers and are not currently Registered with the registries (ICANN, or CIRA)

*DNS1:		IP:	
*DNS2:		IP:	
DNS3:		IP:	
DNS4:		IP:	
DNS5:		IP:	
DNS6:		IP:	

Date Signed: \_\_\_\_\_

\_\_\_\_\_  
Requestor's Signature

\_\_\_\_\_  
Requestor's Printed Name

\_\_\_\_\_  
Requestor's Title