Preparing your Domain to transfer from Namecheap

# Getting Started

### Before you can transfer a domain:

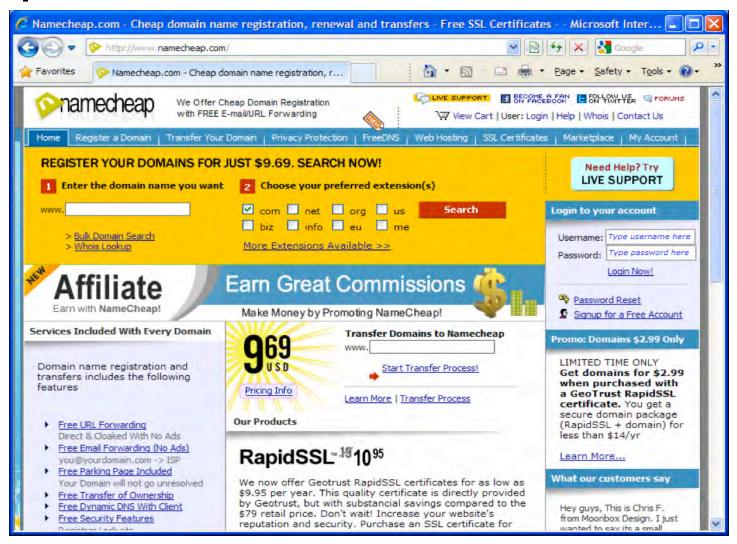
- Disable domain/whois privacy. If the privacy service forwards incoming email, check the 'forward to' contact email address for accuracy.
- Confirm your administration email address in the domain registry records.
- Verify that the domain is unlocked.
- **Obtain** the domain's transfer authorization code (also referred to as an EPP or auth code).

**Note:** Registrar rules vary. Your domain may not be transferable within 60 to 120 days of registration, a previous transfer, or renewal.

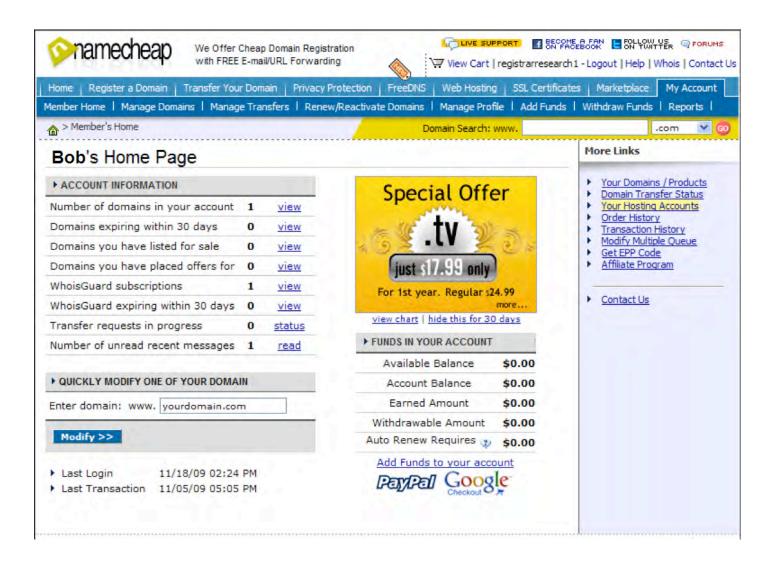
## Your account

- Go to: namecheap.com
- You will need your account username and password.
- If you do not have your account details, you will need to contact Namecheap. You can contact support by opening a ticket or via live chat.

### Step 1: Go to namecheap.com and login to your account.



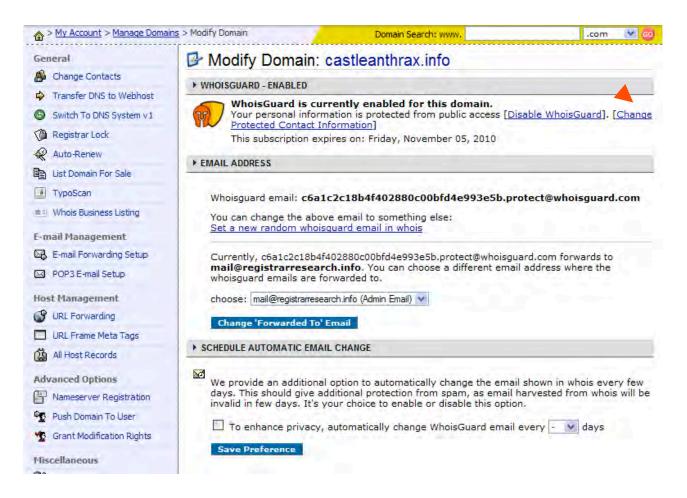
### Step 2: Click Manage Domains.



### Step 3: Click the domain name that you want to transfer.



**Step 4a:** Disable Privacy. This is required to complete the transfer. If **WhoisGuard** is disabled, skip to **Step 4c.** If not, click **Disable WhoisGuard**. Then, under **Email Address**, check the forwarded to (Admin) email address. If the email address is incorrect, click **Change Protected Contact Information** in the **WhoisGuard – Enabled** section.



Step 4b: When you click, Disable WhoisGuard, you will be asked to reconfirm by selected the check box.



### Modify Domain: castleanthrax.info

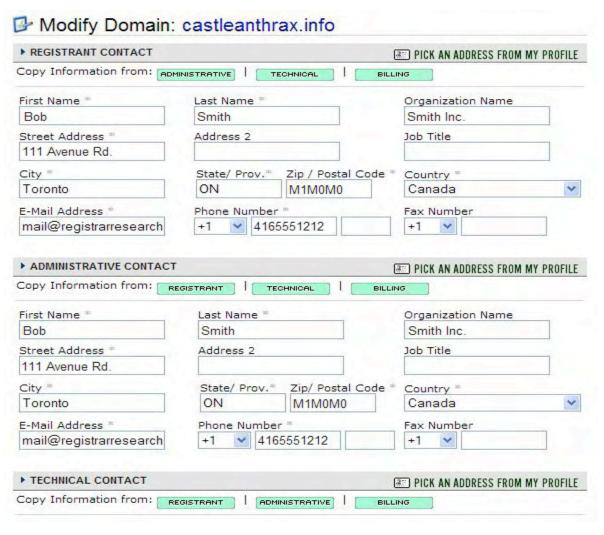
#### DISABLE WHOISGUARD NOW

Currently, the WhoisGuard email c6a1c2c18b4f402880c00bfd4e993e5b.protect@whoisguard.com is being forward to mail@registrarresearch.info. If you disable WhoisGuard, the WhoisGuard email will be removed and any emails to that address will be rejected.

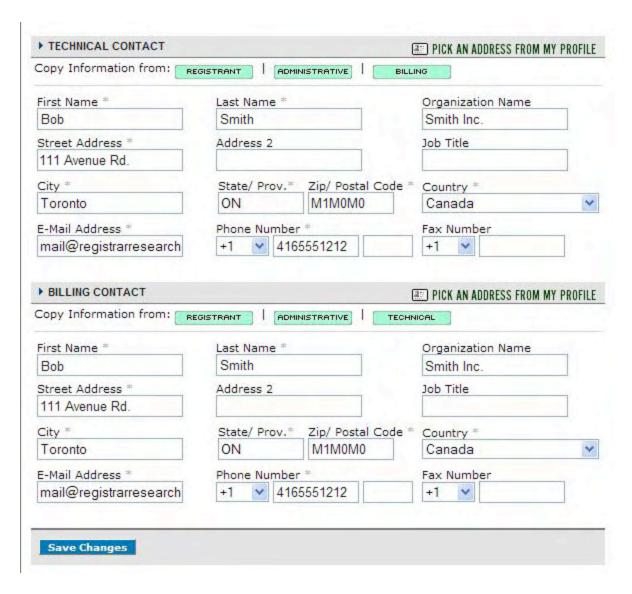
Disable WhoisGuard protection and use the information provided below. (You should click the 'Save Changes' button below)

### **Step 4c:** Update Contact Information.

This step ensures that you will receive all notifications for your transfer request. Scroll to the contacts section on the same page. Verify and make any changes to the Registrant and Administrative Contacts.



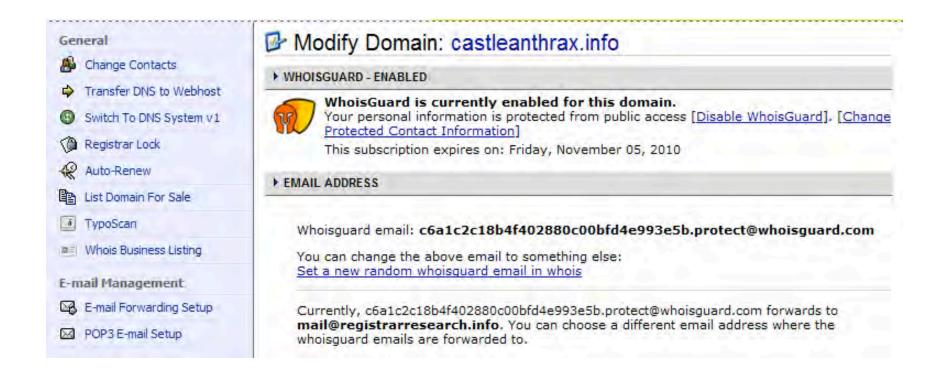
## Step 4d: Click Save Changes.



# **Step 4e:** Ensure that the Admin Email address is selected as the forwarded to address, and then click **Change 'Forwarded To' Email**.

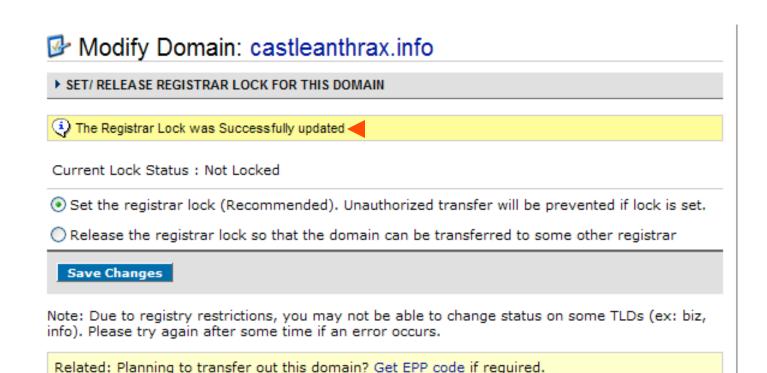
### WHOISGUARD - ENABLED WhoisGuard is currently enabled for this domain. Your personal information is protected from public access [Disable WhoisGuard]. [Change Protected Contact Information] This subscription expires on: Friday, November 05, 2010 EMAIL ADDRESS Whoisquard email: c6a1c2c18b4f402880c00bfd4e993e5b.protect@whoisquard.com You can change the above email to something else: Set a new random whoisquard email in whois Currently, c6a1c2c18b4f402880c00bfd4e993e5b.protect@whoisguard.com forwards to mail@registrarresearch.info. You can choose a different email address where the whoisguard emails are forwarded to. choose: mail@registrarresearch.info (Admin Email) V Change 'Forwarded To' Email SCHEDULE AUTOMATIC EMAIL CHANGE We provide an additional option to automatically change the email shown in whois every few days. This should give additional protection from spam, as email harvested from whois will be invalid in few days. It's your choice to enable or disable this option. To enhance privacy, automatically change WhoisGuard email every Save Preference

**Step 5:** Unlock your domain. Unlocking your domain allows your new provider to transfer the domain. Click **Registrar Lock**.





### Step 7: The domain is unlocked. Click Get EPP code (Auth Code).



### **Step 8:** Obtain Auth Code.

Enter the domain name that you want to transfer and your account password, and then click **Get EPP code for my domain**. The authorization code will be emailed to your administration email address. The auth code will be required by your new domain provider to complete the transfer.

Get EPP Code For Your Domain(s)  Use this option to obtain EPP code for your domain if you are planning to transfer the domain to some other registrar. Please note that the EPP will be emailed to the Registrant contact on the domain  ENTER THE DOMAIN NAME AND YOUR ACCOUNT PASSWORD TO GET EPP CODE		
Domain Names Enter one domain in each line. Please don't enter www. in front of the domain.		
Authenticate by entering your account password.	••••••	<u>×</u>
Get EPP code for my domain >>		

NOTE: Enter the information above to obtain EPP code for domains that you want to transfer out of namecheap. Not all domains need EPP, but some domains like .biz, .info, .org needs the code to be transfered out. If you still have problems, please contact support.

Important: Everytime you obtain an EPP, a new code may be generated and emailed. So, try avoiding epp generation more than once or if you do, make sure you use the latest one.

