



Registrar Ramp Up Process

Prepared by Afilias

December 2013



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Introduction

This document outlines the Afilias Registrar Ramp-Up process for registrars. Becoming accredited allows registrars to get domains at the base cost directly from the Registry and participate in promotional programs. Afilias provides support to accredited registrars to ensure effective and ongoing partnerships.

Any registrar that fulfills the outlined requirements can become an accredited registrar.

Get Started By Having Someone Contact You

To submit documents required for TLD accreditation, please contact the Sales Admin Staff at Afilias at salesadmin@afilias.info to request access to Afilias' Online Registrar Management System (ORMS). Using ORMS expedites the accreditation process by allowing most requirements to be completed online, with the highest security measures in place. Access to ORMS is granted to authorized contacts for ICANN accredited registrars.

Become a Registrar

To become a registrar for the TLD, you must first be accredited by the Internet Corporation for Assigned Names and Numbers (ICANN). Visit <http://www.icann.org/en/resources/registrars/accreditation> to find out how. Once you are ICANN accredited, you can start the registration process for the TLD.

Step One — Business and Legal Process

Business and legal documents can be submitted and viewed via the Afilias Online Registrar Management System (ORMS). Documents may include:

- Complete and execute the Confidentiality Agreement
- Complete the Registrar Data Form
- Submit a copy of your organization's formation documents
- Submit a copy of your Certificate of Insurance or insurance document
- Complete and execute the Credit Application Form

Registry Operators should provide the Registry-Registrar Agreement (RRA) to the interested Registrars. The Registrar will then sign the RRA and return it to the Registry Operator.

All accreditation forms (RRA, Confidentiality Agreements, financial forms, etc.) may also be mailed to:

Afilias USA, Inc.
Building 3, Suite 105
300 Welsh Road
Horsham, PA 19044

Step Two — Technical Certification

Complete the Operational Test and Evaluation certification process. To complete this step, you are required to develop the client application that will interface to the Afilias Shared Registration System. The OT&E environment is available for you to test your client system.

A Registrar OT&E test is not required for Registrars that have previously passed an existing Afilius OT&E test with modular extensions.

Registrars who have not passed OT&E will not be able to process transactions with the Afilius SRS. Please contact Afilius Technical Support to schedule a time slot for OT&E certification.

Step Three – Fund your Account

The Registry Operator will provide you with the Credit and Payment policies. (Registrars must have completed Step 1 prior to obtaining this document.) This document contains the complete financial details you will need, plus wire transfer instructions.

To open your account, you must provide one of the forms of payment security that the Registry Operator accepts. Further details will be provided to you along with your ORMS accreditation.

Step Four — GO LIVE!

Please contact salesadmin@afilius.info with any questions.

Registrar OT&E Certification FAQs

I am an operational ICANN-accredited registrar; do I need to get certification from Afilias?

Yes, Afilias must certify all registrars who wish to register domains in the registry. A Registrar OT&E test is not required for Registrars that have previously passed an existing Afilias OT&E test with modular extensions.

When will the OT&E certification process begin?

Please contact Afilias to schedule your OT&E certification.

How do I begin the certification process?

The OT&E certification process begins when a Registrar becomes accredited by ICANN and requests authorization from Afilias, at which point an OT&E welcome package will be provided to the Registrar. This package will include information that will assist the Registrar in developing their client application for the Shared Registry System. This package will include the following:

- OT&E server information and username/password for two accounts to access the OT&E environment for Registrar client testing.
- Instructions on where to download the Registrar Toolkit.
- Instructions on where to download the EPP specifications.
- Instructions on how to proceed with the OT&E certification process.
- Instructions on how to obtain an SSL certificate from an approved Certificate Authority.
- Instructions on how to provide Afilias with the list of subnets that will be used to access the live Shared Registry System.
- Documentation that will explain the tests to be performed during OT&E verification.

What do I do after I receive the OT&E welcome package?

The Registrar is responsible for developing the client application that will interface to the Registry using the EPP protocol. The Afilias Registrar Toolkit <http://sourceforge.net/projects/epp-rtk/files/afiliars-rtk-addon/> is available to any interested party that would like to develop Registrar client applications. A Registrar may opt to develop their application to conform to the EPP specification without the use of the

Registrar Toolkit. This is acceptable as long as the client is able to pass the OT&E certification process. The Registry-Registrar communication channel will be encrypted. A SSL certificate from an approved Certificate Authority is required to establish this encrypted channel. The Registrar is responsible for acquiring the SSL certificate and developing support for SSL in their client application.

How do I test my client application?

During client development, the Registrar has access to Afiliás' OT&E environment. In the OT&E environment, the Registrar may test the operation of their software to verify the correct handling of EPP commands and their responses. Operations performed in the OT&E environment will not be charged and will not have any impacts on the live Shared Registry System. Registrars will continue to have access to the OT&E environment after certification, so that they may continue to test their software systems.

How do I arrange a time for OT&E certification?

When a Registrar has completed the testing of their client systems and would like to proceed with OT&E certification, they should contact Afiliás technical support to schedule a time slot. Time slots will be scheduled on a first-come-first-serve basis.

At the scheduled time, the Registrar should contact the Afiliás OT&E Team to initiate the certification.

What will be tested during OT&E certification?

During OT&E certification, a Registrar's client application will be required to demonstrate the proper execution of the following operations:

- SSL connection establishment
- EPP [login] command
- Change of [login] password
- EPP [logout] command
- Domain Name Operations
 - Create domain without name servers and without contacts (EPP Transform [create])
 - Create domain with name servers
 - Create domain with contacts
 - Create domain with maximum registration period
 - Create domain with maximum number of name servers
 - Create domain with maximum number of contacts
 - Create domain with maximum length domain name (63 characters + .TLD)
 - Create domain with invalid name
 - Check domain (EPP Query [check]) - domain not available

- Check domain (EPP Query [check]) - domain available
- Check domain - maximum length domain name (63 characters + .TLD) not available
- Query domain (EPP Query [info])
- Query domain transfer status (EPP Query [transfer])
- Delete domain (EPP Transform [delete])
- Renew domain (EPP Transform [renew])
- Transfer domain (EPP Transform [transfer])
- Change domain (EPP Transform [update]) - name servers
- Change domain (EPP Transform [update]) - contact
- Name Server Operations
- Create name server (EPP Transform [create])
- Create name server with maximum length host name (80 characters)
- Check name server (EPP Query [check]) - name server known
- Check name server (EPP Query [check]) - name server unknown
- Query name server (EPP Query [info])
- Delete name server (EPP Transform [delete])
- Change name server (EPP Transform [update]) - add IP address
- Change name server (EPP Transform [update]) - remove IP address
- Create contact (EPP Transform [create])
- Check contact (EPP Query [check]) - contact known
- Check contact (EPP Query [check]) - contact unknown
- Query contact (EPP Query [info])
- Query contact transfer status (EPP Query [transfer])
- Delete contact (EPP Transform [delete])
- Transfer contact (EPP Transform [transfer])
- Change contact (EPP Transform [update]) - change element
- Change contact (EPP Transform [update]) - remove element
- Contact Operations
- Efficiency of client session management

NOTE: Afilias reserves the right to change the OT&E certification requirements as necessary to ensure compliance with the evolving EPP standard.

What happens after OT&E certification?

All tests performed during OT&E certification must be completed without errors. Afilias will provide the certification results in a timely manner and provide feedback for Registrars that fail to successfully complete the tests. Registrars may correct their systems and re-schedule for certification. Registrars will not be limited in the number of attempts at OT&E certification.

Upon successful OT&E certification, the Registrar becomes eligible for operation in the live Shared Registry System. A new username/password is assigned and Afilias will configure the live system to recognize the SSL certificate, username and subnet blocks for the Registrar. The Registrar may start operation when it has satisfied the financial requirements for going live.

Will the security payment we paid into an account with Afilias be used for processing registrations, or will we be invoiced each month?

The amount of the payment security deposited in the Registry's bank account will determine the amount of registrations that can be processed for a Registrar — a credit limit, if you will.

As each successful registration is processed, the credit limit is reduced. At the end of the month, an invoice is mailed to the Registrar for the prior month's processing. Payment of the invoice replenishes the credit limit.

In the Registrar Financial Information Form, each Registrar establishes a Notification Threshold percentage. Once that threshold is reached, an email will be sent to your billing contact notifying them that the account balance has gone below the threshold and that additional payment security will be required. In this instance you will not receive a statement. However, the month-end statement would reflect any interim payment security received.

Is the payment security refundable if the Registrar agreement is terminated?

Should the Registry–Registrar agreement be terminated, the unused payment security will be refunded 60 days after the termination of the agreement.

Are there any minimum volume commitments?

No minimum registration commitments are required by Registrars in order to be an Afilias–authorized registrar.

Registrar Toolkit FAQs

What is the Registrar Tool Kit?

The Registrar Tool Kit is a software development kit that will support the development of a Registrar software system for registering Internet domain names in the Registry using the EPP Registry-Registrar Protocol.

What is included in the Tool Kit?

The Registrar Tool Kit consists of software and documentation as described below.

The software consists of a working Java API and Java and C samples that can be used to implement the EPP protocol used to communicate between the Registry and Registrar. The samples illustrate how XML requests (Registration Events) can be assembled and forwarded to the Registry for processing. The software provides the Registrar with the basis for a reference implementation that conforms to the Registry-Registrar Protocol. The software component of the Tool Kit is based on static XML requests.

The documentation explains to the Registrar the details of the protocol specification. It describes the commands that need to be sent to the Registry in order to support domain registration events, as well as the possible responses that may be returned by the Registry. The precise nature of the sequencing of commands, as well as the payload that must be assembled and transmitted to the Registry, are defined for each possible registration event.

The documentation also describes the sample software that implements the EPP Registry-Registrar protocol. This will consist of a description of the software package hierarchy, and an explanation of the defined objects and methods (including calling parameter lists, and expected response behavior).

What are the licensing terms for the Registrar Tool Kit?

The Registrar Tool Kit is licensed under the GNU Lesser General Public License.