

Domain Registration Steps

The Online Shop Designer (TOSD)

Tip: Print these instructions out to make them easier to refer to during registration

The Online Shop Designer (TOSD) ... Domain Management

Step 1 - Search for Domains

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Quick Search: www. .com.au

---- OR ----

Advanced / Bulk Search:

Enter domains into the above field with or without extensions. Enter each domain on a separate line

Choose Extensions to search

All below Extensions

<input type="checkbox"/> .com	<input type="checkbox"/> .co.uk	<input type="checkbox"/> .cn	<input type="checkbox"/> .net.my	<input type="checkbox"/> .ph
<input type="checkbox"/> .net	<input type="checkbox"/> .org.uk	<input type="checkbox"/> .tv	<input type="checkbox"/> .org.my	<input type="checkbox"/> .com.ph
<input type="checkbox"/> .org	<input type="checkbox"/> .co.nz	<input type="checkbox"/> .ca	<input type="checkbox"/> .vn	<input type="checkbox"/> .net.ph
<input type="checkbox"/> .biz	<input type="checkbox"/> .ac.nz	<input type="checkbox"/> .cc	<input type="checkbox"/> .com.vn	<input type="checkbox"/> .org.ph
<input type="checkbox"/> .info	<input type="checkbox"/> .gen.nz	<input type="checkbox"/> .name	<input type="checkbox"/> .net.vn	<input type="checkbox"/> .jp
<input type="checkbox"/> .com.au	<input type="checkbox"/> .geek.nz	<input type="checkbox"/> .us	<input type="checkbox"/> .biz.vn	<input type="checkbox"/> .in
<input type="checkbox"/> .net.au	<input type="checkbox"/> .maori.nz	<input type="checkbox"/> .mobi	<input type="checkbox"/> .org.vn	<input type="checkbox"/> .co.in
<input type="checkbox"/> .org.au	<input type="checkbox"/> .net.nz	<input type="checkbox"/> .asia	<input type="checkbox"/> .info.vn	<input type="checkbox"/> .kr
<input type="checkbox"/> .asn.au	<input type="checkbox"/> .org.nz	<input type="checkbox"/> .hk	<input type="checkbox"/> .name.vn	<input type="checkbox"/> .co.kr
<input type="checkbox"/> .id.au	<input type="checkbox"/> .school.nz	<input type="checkbox"/> .com.my	<input type="checkbox"/> .sg	<input type="checkbox"/> .tw

* Mandatory fields

- Enter the domain name you wish to check/register and select the extension from the drop down box, or if you would like to check multiple extensions, check the extension boxes.
- Click Advanced / Bulk Search to check availability

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Step 2 - Select Domains to Register

[Step 1](#) - [Step 2](#) - [Step 3](#) - [Step 4](#) - [Step 5](#) - [Step 6](#) - [Summary](#)

Domain Name:	Domain Status:	* Period/Price:	* Register:
wizzer-inc.com.au	Available	2 Years / \$60.00 <input type="button" value="v"/>	<input checked="" type="checkbox"/>
<input type="button" value="De-Select All"/>			

* Mandatory fields

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Step 3 - Enter Contact Details for

wizzer-inc.com.au

Step 1 - Step 2 - **Step 3** - Step 4 - Step 5 - Step 6 - Summary

If you already have a domain name with us, you can copy the contact details onto this order by entering your existing domain name, username and password.

* Domain Name: www.

* Domain User ID:

* Domain Password:

---- OR ----

For new clients, please enter your contact details below

Owner Contact Details:

Copy From:

* First Name:

* Last Name:

Organisation:

* Address Line 1:

Address Line 2:

Address Line 3:

* City:

* Region/State: <--- Select

* Postal Code:

* Country:

* Phone: Country: Area: Number:

Fax: Country: Area: Number:

* E-Mail:

Administration Contact Details:

Copy From:

* First Name:

* Last Name:

Organisation:

* Address Line 1:

Address Line 2:

Address Line 3:

* City:

* Region/State: <--- Select

* Postal Code:

* Country:

* Phone: Country: Area: Number:

Fax: Country: Area: Number:

* E-Mail:

Technical Contact Details:

Copy From:

Billing Contact Details:

Copy From:

- Enter Owner Contact Details.
- For Admin and Billing Contact Details you can select 'Owner Details' from the 'Copy from' box to use the same information that you entered for the Owner
- In the Technical Contact Details section consider entering the contact details for TOSD
 - **First Name:** Michael **Last Name:** Hayes
 - **Address:** 4 Greenridge Court Chirnside Park Vic
 - **Phone:** 62 03 9727 1800
 - **Email:** domains@tosd.com.au

It is always handy to have a backup contact person in the event that your nominated email address is inoperative when the domain registrar sends out your renewal reminder. **If you miss those reminders - or do not act on them - you may lose your domain name.**


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Step 4 - Enter Eligibility Criteria for

wizzer-inc.com.au

.au domain name policies require eligibility criteria be fulfilled by the person or organisation registering the domain name. Each domain carries slightly different criteria. For a summary please [click here](#). Please provide the relevant details confirming your eligibility below.

Step 1 - Step 2 - Step 3 - **Step 4** - Step 5 - Step 6 - Summary

* Company/Organisation/
Sole Trader Name: 

* ABN/ACN/Other: * Type:

If you have a registered business name or Trading name, owned or linked to the above entity, that this Registration is related to, please provide these details below.

Trading Name:

ABN/ACN/BN/Other: Type:

Please provide details of your Entity's registration (i.e. what type of entity it is) and the supporting reason for your registration request below.

* Type of Entity:

* Eligibility Reason:

* Mandatory fields

- Enter Company/Organisation and ABN (required for a .com.au) and the appropriate eligibility reason. Note that if you have an inappropriate eligibility reason your registration may be open to challenge at a later date

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Step 5 - Enter Access Details for

wizzer-inc.com.au

Enter a User ID and Password for the domain name
OR
enter an existing domain name and it's User ID and Password.
This will link the existing and new domain together for management purposes.

Step 1 - Step 2 - Step 3 - Step 4 - **Step 5** - Step 6 - Summary

* Domain Management User ID: (minimum 5 characters)

* Domain Management Password: (minimum 5 characters)

---- OR ----

* Link to another Domain:

* Link Domain User ID:

* Link Domain Password:

* Mandatory fields

- The User Name and Password are the access details for your domain management facilities. **Keep a record of these.**
- Or - if you already have a domain name under management with TOSD, you can enter its URL and access details. This will have the effect of collating your domain names so that when you log in to your domain account you can access all of them.

Step 6 - Enter Delegation for wizzer-inc.com.au

Step 1 - Step 2 - Step 3 - Step 4 - Step 5 - **Step 6** - Summary

Primary Name Server:	<input type="text" value="dns1.tosdnet.com.au"/>
Secondary Name Server:	<input type="text" value="dns2.tosdnet.com.au"/>
Other Name Server 1:	<input type="text" value="dns3.tosdnet.com.au"/>
Other Name Server 2:	<input type="text"/>
Other Name Server 3:	<input type="text"/>
Other Name Server 4:	<input type="text"/>
Other Name Server 5:	<input type="text"/>
Other Name Server 6:	<input type="text"/>
Other Name Server 7:	<input type="text"/>

- If the website that will be associated with the domain name in question is to be hosted by TOSD enter the Nameserver information as shown above for Primary, Secondary and Other.
- If you are undecided as to who will be hosting your website you may still enter the information shown above, and update it at a later date via your domain management account if required.
- If you know that your website will be hosted by another company then you should contact them for the appropriate Nameserver information and enter it in place of the TOSD information.