



## Premium Domain Names Application Guide For Registrars

- **sgnic.sg**
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## PREFACE

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This guide covers the application workflow and guideline for SGNIC's offer of Premium Domain Name (PDN)

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## 1. Premium Domain Name (PDN)

### 1.1. Definition

Premium domain names now comprises of

- Single letter from A to Z, for example “C.sg”.
- Single digit for example, 0, 1, 2 .....9.sg.
- 2 and 3 digits, for example 00, .....999.sg.

### 1.2. Fees

- Each single letter and single digit domain name comes with a one-time premium fee of S\$20,000 + \*GST and the usual wholesale registration fee will apply.
- Each 2 and 3 digit domain name comes with a one-time premium fee of S\$500 + \*GST and the usual wholesale registration fee will apply.

\* GST: 7% Goods and Services Tax

### 1.3. Applicable Categories (Extensions)

All 6 ASCII categories of domain name are available for application. The 6 ASCII categories are .sg, com.sg, net.sg, per.sg, org.sg and edu.sg. Internationalised Domain Name (IDN) domain names and categories (for example, 一二三.新加坡 and 333. சிங்கப்பூர்) are not available under this scheme.

## 2. Application Process

2.1 Prior to applying for PDN via SGNIC’s registry system, registrar should check SGNIC’s Rules of Registration (<https://www.sgnic.sg/revised-policy-documents.html>) to determine whether the applicant is eligible for the category of interest before submitting the application.

2.2 Upon application, an email acknowledgement of application will be sent to the registrar. Registrar can submit proof of eligibility to SGNIC or wait for further instructions from SGNIC.

2.3 If proof of eligibility is required, SGNIC will request for supporting documents to be submitted within 7 days from date of SGNIC’s email requesting for the supporting documents. SGNIC will reject the application if no supporting documents are received by the 7-day deadline.

2.4 If proof of eligibility is not required or SGNIC is satisfied that the applicant meets the eligibility criteria, SGNIC will request for payment of premium fee within 7 days from date of SGNIC’s email requesting for payment. You can refer to section 3 below for payment instructions. SGNIC will reject the application if premium fees are not received within the payment deadline. If an extension of deadline is requested, registrar should provide proof that payment has been initiated but pending further action from stakeholders.



### 3. Payment and Invoicing

3.1. Upon notification by way of an email from SGNIC for the payment of premium fee, please take note of the following:

- (a) Payment must be made within 7 working days from SGNIC’s email notification for payment.
- (b) Registrars must bear all bank charges or bank remittance fees.
- (c) Bank transfer is preferred but should you prefer to pay by way of cheque or cashier’s order, all sums payable should be made in favour of “SINGAPORE NETWORK INFORMATION CENTRE (SGNIC) PTE LTD” and the applicant’s name and the PDN applied for must be indicated at the back of the cheque or cashier’s order.
- (d) For bank transfers, you can remit the amount payable to:

|                          |   |
|--------------------------|---|
| <b>Beneficiary:</b>      | Singapore Network Information Centre (SGNIC) Pte Ltd                                |
| <b>Bank Name:</b>        | DBS Bank Ltd  |
| <b>Bank/Branch Code:</b> | 7171001   |
| <b>Bank account no:</b>  | 001-063638-3  |
| <b>Bank swift code:</b>  | DBSSSGSG  |
| <b>Bank Address:</b>     | 12 Marina Boulevard 46th Floor Marina Bay Financial Centre Tower 3 Singapore 018982 |

- (e) Registrars can send proof of payment (for example a copy of bank remittance advice) to SGNIC for information.

3.2. For approved application, SGNIC will issue a separate invoice for the premium fee only. The usual wholesale registration fee that is auto deducted will be reflected in SGNIC’s monthly invoice statement issued in the following month.

### 4. Approval of Application

4.1. Once the premium fee is received in full, under normal circumstances, SGNIC will approve the application within 10 working days after payment is received. On the same day, there will be an auto deduction of the usual wholesale domain name registration fee from the registrar’s credit balance with SGNIC. WHOIS record will show “Creation date” according to when the name is approved by SGNIC in the system.

4.2. The validity of the registration will be 1 year from the date when the name is assigned. A registrant may choose to renew for another 1 year or 2 years at this juncture.

### 5. Workflow

5.1. Please see Annex A for the **workflow chart**.

WORK FLOW CHART FOR APPLYING PREMIUM DOMAIN NAME (PDN)

