

# RULES OF REGISTRATION

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## RULES OF REGISTRATION (“ROR”)

### 1. Introduction

- 1.1. This document sets out the rules and principles (the “Rules”) governing the application and the registration of Domain Names with SGNIC. You, as an applicant (the “Applicant”), are expected to abide by and conform to the latest version of these Rules when you make an application to have the Domain Name registered by SGNIC. SGNIC accepts your application on the assumption that you have complied with these Rules. However, acceptance of your application or compliance with these Rules will not automatically result in successful registration of the Domain Name. SGNIC is not obliged to notify you in respect of the status of your application or to provide any reason for not allowing the registration of the Domain Name. SGNIC may request for additional information or verification from you, and may treat your application as withdrawn if such request is not met in a timely fashion. Upon successful registration of the Domain Name (i.e. where the Domain Name has been entered into the Shared Registry System operated by SGNIC for the registration of Domain Names and shows an active status), it shall be deemed that you have entered into the *Domain Name Registration Agreement* (the “DNRA”) with SGNIC. The latest version of this Agreement may be found at SGNIC’s website (<http://www.sgnic.sg/>).
- 1.2. Capitalized words used in this document that are not defined shall have the same meaning as set out in the DNRA.

### 2. Form

All applications for the registration of a Domain Name shall be made in the form and manner as may be prescribed by SGNIC from time to time. Each application shall be for the registration of one (1) Domain Name only.

### 3. Confirmation by Applicant

- 3.1. Before submitting any application, Applicants must confirm they have read and understood the terms and conditions contained in the latest DNRA and the Reference Documents. These documents are available at SGNIC’s official website (<http://www.sgnic.sg/>). All applications are made on the basis of you offering to SGNIC, for SGNIC’s acceptance, the terms and conditions contained in the DNRA and the Reference Documents.

### 4. Registrar as Your Agent and Service Provider

- 4.1. SGNIC has accredited entities (the “Registrars”) to offer services to the public in connection with the registration of Domain Names. In addition to these Rules, SGNIC may from time to time inform Registrars of additional requirements and administrative procedures that Registrars and Applicants have to follow.
- 4.2. You are required to appoint a Registrar of your choice as your agent who shall assist and represent you in the application of your Domain Name. The Registrar will also represent you in the Registration and maintenance of the registered Domain Name (the “Domain Name Registration”). All information which you provide to your Registrar and SGNIC must be true, complete, accurate and not misleading. SGNIC may in exceptional cases and at its sole and absolute discretion provide registration or other services relating to a .sg domain name directly to an Applicant.
- 4.3. SGNIC also expects all Registrars to conduct its business ethically and to conform to the *Code of Practice for Registrars and Resellers* (the “COP”). The COP is available online at SGNIC’s website. SGNIC encourages you to review the COP so that you might be better informed of your rights and responsibilities when you engage a Registrar.

## 5. Available Domain Names for Registration

The following are the categories of Domain Names that may be accepted for registration by SGNIC:

### Available Second-Level Domain Names

- (a) <applied name>.COM.SG
- (b) <applied name>.NET.SG
- (c) <applied name>.ORG.SG
- (d) <applied name>.EDU.SG
- (e) <applied name>.GOV.SG
- (f) <applied name>.PER.SG

In relation to the above second-level domain names, the <applied name> string may consist of (i) Latin characters, (ii) both Latin and Chinese characters, and/or (iii) only Chinese characters.

### Available Top-Level Domain Names

<applied name>. SG

The ending of “.SG” may be replaced by “.新加坡” or “.சிங்கப்பூர்” In relation to “.SG” Domain Names, the <applied name> string may consist of (i) only Latin characters, (ii) both Latin and Chinese characters, and/or (iii) only Chinese characters. In relation to “.新加坡” or “.சிங்கப்பூர்” Domain Names, the <applied name> string may consist of (i) all Chinese or Tamil characters respectively, or (ii) a mixture of Latin and Chinese / Tamil characters respectively, provided that there must be at least 1 Chinese or Tamil character respectively in the <applied name> string.

## 6. Conditions for Choice of <applied name>

The string <applied name> must contain at least one character and at most sixty-three characters. Acceptable characters are:

- (a) Letters from “a” to “z”. And since Domain Names are not case sensitive, there will be no distinction between upper case letters and lower case letters (i.e. “A” is treated as “a” and vice versa);
- (b) Numeral digits 0, 1, 2, 3, 4, 5, 6, 7, 8, and/or 9;
- (c) Hyphen character (the only non-alphanumeric character allowed in a Domain Name) provided it is not the beginning or ending character, or in the third and/or fourth position of the <domain name> string; and
- (d) Non-Latin characters of the type that may from time to time be accepted by SGNIC. Information regarding the latest type of non-Latin characters that are acceptable to SGNIC may be found at SGNIC’s website (<http://www.sgnic.sg/>).

## 7. Reserved Domain Names

<applied name> strings containing the following types of phrases may not generally be registered by members of the public and notwithstanding anything contained in this ROR or any of the Reference Documents, if registered, SGNIC may delete the registration or take such other action as SGNIC deems necessary or desirable in its sole and absolute discretion. You warrant that the <applied name> does not, in whole or in part, contain anything which falls within the categories below:

- (a) “Singapore”, “Singapura”, “Singapore Government”, “Government” or “President” or any variations of the aforementioned words which whether on its own or together with

any of the remaining portion of the Domain Name may suggest a link to the Singapore Government;

- (b) words, names or phrases (whether they are full names, abbreviations or acronyms) which (i) on its own, (ii) together with any of the remaining portion of the Domain Name, and/or (iii) when put to use, may suggest a link to the Singapore Government, statutory bodies, regulatory authorities / agencies, and national controlling bodies;
- (c) “SGNIC”, “NIC” and other variations which may suggest a link to SGNIC;
- (d) phrases which may be regarded as obscene, scandalous, indecent or contrary to law or morality in any language. If the <applied name> string is in a language other than English, it is your duty to inform SGNIC as to what is the language and the meaning of the <applied name> string in that language;
- (e) phrases which are or which may represent geographical names or names of countries (e.g. Singapore, Malaysia, Japan, etc.) in any language, including without limitation to phrases identical to the two-letter country codes listed in ISO 3166 for second and third level domain name registration. However, if you can demonstrate to SGNIC’s satisfaction that there are strong justifications for using the reserved two-letter country code, such as the two-letter code is the same as the acronym of your products/services or is your business/company name and that you have been registering the same acronym in other domain spaces, SGNIC will consider the registration of such names, provided that the registration does not contravene any of the provisions of these Rules or the DNRA;
- (f) phrases, which either on their own or in combination with other characters, may look similar to .com, .org, .net, .edu, .gov, .per, or any other string which SGNIC has made available at the second-level at the time when you make your application;
- (g) “www”, “http”, “https” or “http-www” and their variations; and
- (h) phrases which, independently or together with any other portion of the Domain Name, or when put to use, are regarded by SGNIC as undesirable or unsuitable for registration, as likely to (1) cause confusion to the public, (2) be contrary to the security, harmony or interests of Singapore, (3) offend good taste or decency, (4) offend religious beliefs, or (5) be contrary to or diminishes any other social objectives, national social movements and/or any other efforts / endeavours associated with Singapore’s government, statutory bodies, regulatory authorities / agencies and/or national controlling bodies.

For the avoidance of doubt, SGNIC has sole and absolute discretion in deciding which names/phrases are objectionable, undesirable or unsuitable for Registration. SGNIC may also reserve additional names from time to time where such reservation is deemed necessary or desirable by SGNIC.

## **8. Eligibility Criteria**

Applicants must additionally fulfil the following criteria and agree to be subject to the following conditions at all times for SGNIC to register and maintain the registration of the applied Domain Names. If a registered Domain Name can no longer meet the criteria, SGNIC may under exceptional circumstances continue to allow the registration or allow time for the entity to migrate to another Domain Name.

Category of Domain Name applied for	Eligibility Criteria and Other Conditions
.sg (and the equivalent, .新加坡” or “சசிங்கப்பூர்”	<p>8.1 All persons may apply for Domain Names in this category. However, a foreign applicant must appoint and duly authorise a local agent as its administrative contact. The administrative contact must furnish a valid Singapore postal address for SGNIC’s records.</p>
.com.sg	<p>8.2 Applicants should be either registered or in the process of registering, with the Accounting &amp; Corporate Regulatory Authority (“ACRA”), Enterprise Singapore or any professional body in Singapore.</p> <p>8.3 A foreign corporation not so registered may apply for this category of Domain Names provided it appoints and duly authorises a local agent as its administrative contact. Further, this local agent must furnish a valid Singapore postal address for SGNIC’s records.</p> <p>8.4 A unit, for example a division or department, of any organisation referred to in paragraph 8.2 or of any government body, may also apply for this category of Domain Names provided its parent organisation confirms in writing the relationship between the parent organisation and such unit.</p>
.org.sg	<p>8.5 Organisations which are either registered or in the process of registering with the Registry of Societies (“ROS”) may apply for this category of Domain Names. Other organisations which are not registrable under the Societies Act or the Companies Act or a professional body (such as community clubs, grassroots organisations, churches and embassies) may also apply under this extension.</p> <p>8.6 A unit, for example a division or department, of a registered society referred to in paragraph 8.5 above or of any government body, may also apply for this category of Domain Names provided its parent organisation confirms in writing the relationship between the parent organisation and such unit.</p>
.edu.sg	<p>8.7 Only educational institutions may apply under this category of Domain Names. Applicants must be (a) registered with the Ministry of Education in Singapore, or (b) registered with the Ministry of Social and Family Development, or (c) registered under the Private Education Act, or (d) is otherwise authorized by law or the Government to provide educational services in Singapore.</p> <p>8.8 Applicants not so registered may apply also provided they are entities that (a) provide courses or training that either lead to certifications or qualifications (which are issued by such entities or in partnership with educational institution(s)) that are recognised by a government authority or institution in Singapore; or (b) receive support in the form of funding, endorsement and so on from a relevant government authority in Singapore.</p> <p>8.9 A unit, for example a division or department, of any government body may also apply for this category of Domain Names.</p>

Category of Domain Name applied for	Eligibility Criteria and Other Conditions
.gov.sg	<p>8.10 Government bodies or members of the Singapore Government like statutory boards may apply for this category of Domain Names.</p> <p>8.11 Government bodies which register their names in this category may also opt to register Domain Names that reflect their identities or the services and schemes they provide in the other Domain Name categories.</p>
.net.sg	<p>8.12 (i) Infocomm Media Development Authority licensees (SBO individual licence, FBO licence, or other licences providing dedicated connectivity or value-added network services); or (ii) providers offering network-based data hosting services such as email hosting, DNS hosting, web hosting and data centres may apply for Domain Names in this category provided that they also satisfy the criteria stated in paragraph 8.2. Any applied name in this category must be reflective of and substantially linked to the Applicant's principal business operations and/or company name. Any use of the applied name must be for the main purpose of conducting the Applicant's said business.</p> <p>8.13 A unit, for example a division or department, of any government body may also apply for this category of Domain Names.</p>
.per.sg	<p>8.14 Only Singapore citizens and permanent residents above the age of 18 years old may apply for Domain Names in this category. Parents or legal guardians may apply on behalf of their ward who is below the age of 18 years old (the "Intended Beneficiary") provided the Applicant agrees to effect transfer of the registered domain name to, <i>and only to</i>, the Intended Beneficiary once the Intended Beneficiary reaches the age of 18.</p>

8.15 SGNIC may require Applicants to provide the relevant proof of their eligibility according to the table above and/or other documents to support the application. Where the Applicant is in the process of registering with ACRA, ROS or other professional bodies, the Applicant has thirty (30) days from the date of application to SGNIC to complete and furnish evidence of successful registration with those authorities or bodies. Failure to do so may result in SGNIC rejecting the application.

8.16 SGNIC may still require proof of eligibility and/or other supporting documents to support the registration, after the name has been registered. Failure to provide SGNIC with such documents may result in SGNIC revoking the registration.

8.17 This Clause shall apply in like manner for any Internationalised Domain Names that SGNIC from time to time may allow for registration.

## 9. Priorities in Registration

9.1 Where SGNIC receives more than 1 application for the same Domain Name and more than one Applicant is eligible for registering that Domain Name, SGNIC shall give priority of registration to the Applicant who first submits to SGNIC a complete application ("First-come-first-served" basis). This is notwithstanding that the Domain Name is shown in the WHOIS database as being available for registration at any point of time before the Domain Name is actually registered. For avoidance of doubt, a "complete application" means one which includes

all necessary information for SGNIC to consider the application and to effect registration of the Domain Name.

- 9.2 Where a Domain Name is ordered to be transferred from you according to any decision or order from the Courts of Singapore or an administrative proceeding instituted under the SDRP, SGNIC after learning of such decision or order will reserve the Domain Name solely for the party who is entitled to its transfer and registration for a period no longer than thirty (30) days (the “Reserved Period”). The Domain Name will be made available for registration by the public only after the Reserved Period provided it has not already been registered by the so-entitled party.