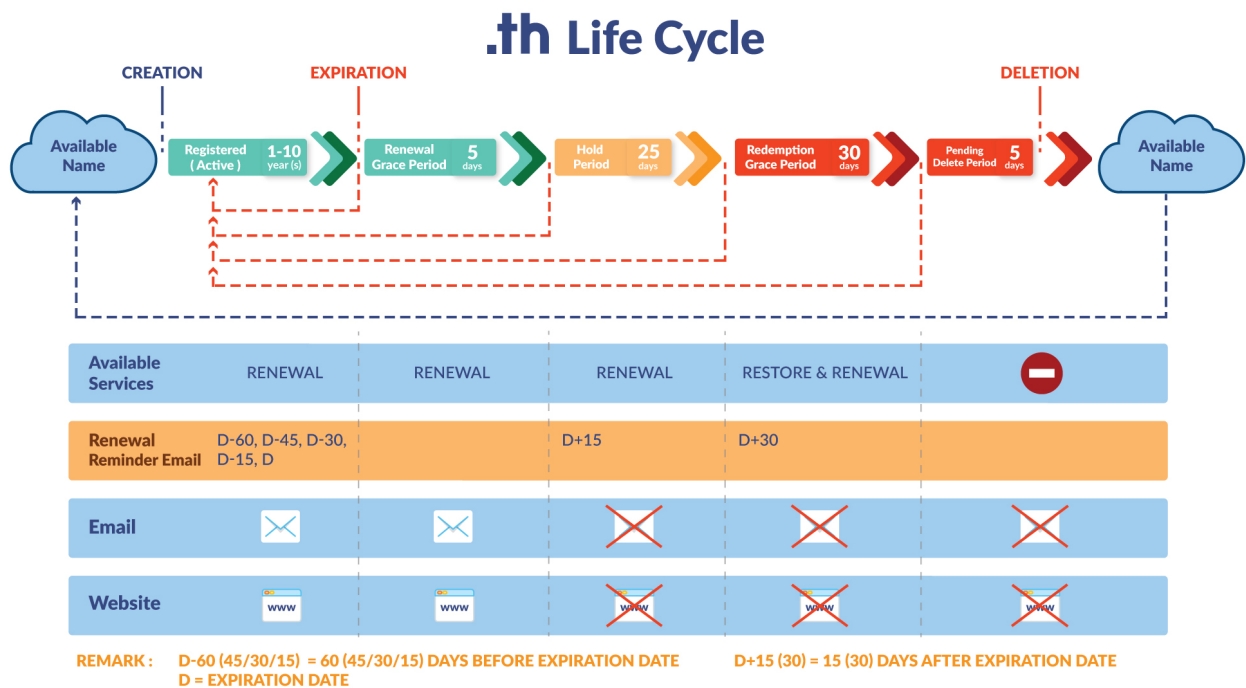


Procedure Update

THNIC announces the procedure update for domain name renewal and domain name restoration due to adjustment of .th and .ไทย lifecycle. This update will take effect on **March 28, 2020**.

This procedure update includes:

1. Life Cycle of .th and .ไทย



1.1. Available Name

The time when a name is available, it is not registered as domain name by any person yet (or it is called Available Domain Name). A user can choose an available name and proceed for domain name registration request. [Click [here](#) to search available names.]

1.2. Registered Period

A period when a domain has already been registered in Domain Name System (DNS), no one cannot register this same name. Duration of this period is as long as the length of years of your domain name is registered or renewed. A domain name can be registered or renewed for minimum of 1 year and maximum period of 10 years each time. During this phase, users can renew a domain name at anytime and it is advisable to proceed in advance before the end of expiry date to prevent domain name from expired. Domain name in this period posses Active status in WHOIS database, beginning from created date until expired date. If a domain name is renewed in this period in order to maintain Active status always, resulting in a continuous usage of domain name.

1.3. Renewal Grace Period (5 days)

If a domain name is not renewed before its expiry date, this domain status will be changed to Expired on the following day, and domain life cycle will enter Renewal Grace Period for 5 days after the expiry date. During this phase the domain name is auto-renewed temporarily to provide grace time for users to proceed renewal of domain name while still able to use the domain name continuously.

1.4. Hold Period (25 days)

If a domain name is not renewed before deadline of renewal grace period, on the following day the registrar will put domain name on-hold for the period of 25 days (Registrar Hold). During this period, DNS will temporarily unavailable because the domain name is removed from zone file, resulting in unavailable access to website, email service, etc. Users can un-hold domain name by themselves in the domain name management system with no additional charge, but domain name renewal must be done urgently before this period ending. Once the domain name is renewed, status of domain name will be Active, and it will be available as usual.

1.5. Redemption Grace Period (30 days)

If a domain name is not renewed before the given grace deadline of hold period, by the following day the registrar will send delete command to the registry operator. This phase the registry operator will prepare to delete domain name, but still provide another 30 days grace period for restoration of domain name. During this period, users still hold rights over domain name and able to renew it, but will subject to redemption fee in addition to renewal fee.

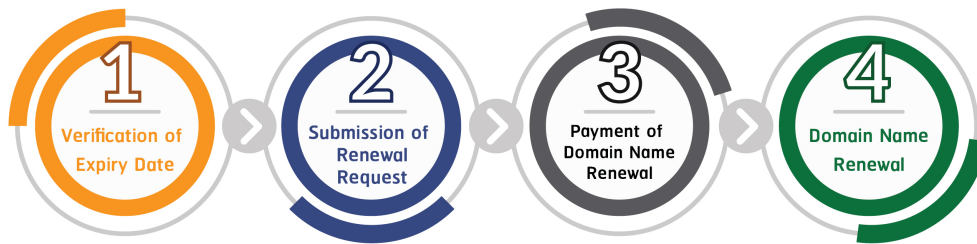
1.6. Pending Deletion Period (5 days)

A domain name that is not restored and renewed within deadline of Redemption Grace Period will enter into deletion process, to be permanently removed from the registry database which will take up to 5 days. During this time, it is not possible to restore, renew nor register the domain name until it is released to be available name ready for re-registration.

Remarks

- *A newly registered domain name, no longer than 5 days, is allowed to delete and re-register one more time with no additional charge unless in case of adding number of registration year. For example, in case of incorrect spelling or inaccurate record of significant information. The re-registration must be done within 5 days after the first domain name is deleted. If delayed, there will be another charge of registration fee.*
- *A domain name older than 5 days can be deleted and re-register with another charge of registration fee*
- *When there is a delete command before the end of regular domain name life cycle, the domain name will enter into Redemption Grace Period for the period of 30 days, follow by Pending Deletion Period for the period of 5 days.*

2. Domain Name Renewal



Registrar or authorized reseller has schedule to automatically send out renewal reminder to users periodically prior to expiry date, together with providing renewal and payment channels for user convenience. Thus, email and phone number provided as contact info when registering a domain name must be valid and regularly use. In case of a change to this info, it is advisable keep the contact info in the system up to date too.

Users can renew domain name in advance before expired or after expired with following conditions and procedures:

2.1. Renewal of Active Domain Name

- 2.1.1. **Verification of Expiry Date.** Users must be responsible to verify expiry date of a domain name under their administration, even though there is auto-renewal reminder provided periodically prior to the expiry date.
- 2.1.2. **Submission of Renewal Request.** Users must submit a domain name renewal request in the system in advance prior to the expiry date, in order to prevent holding or deletion of domain name
- 2.1.3. **Payment of Domain Name Renewal.** Users must proceed payment of renewal fee, attach with proof of payment.
 - Fee schedule and payment channels are displayed on [Registrar website](#).
 - Submit proof of payment, and specify domain name to email staff@thnic.co.th or fax: 02-564-8033.
- 2.1.4. **Domain Name Renewal.** A domain name will be renewed within 1 day after verification of payment is completed, then the user will receive renewal completion notice via email.

2.2. Renewal of Expired Domain Name

If the registrar did not receive renewal request along with renewal fee (including not receiving proof of payment) by expiry date, life cycle of domain name will enter into renewal grace period despite the domain name holder still has rights over the domain name for another 60 days and possible to renew. The users must proceed renewal of domain name by one of following 3 periods of domain life cycle, each period has different conditions as below:

- 2.2.1. **Renewal Grace Period.** Renewal of domain name within 5 days after expiry date, which is grace period the registrar provided so that the renewal can be done without unavailability of domain name.
- 2.2.2. **Hold Period.** Renewal of domain name within 25 days after the end of Renewal Grace Period. Domain name in this period already expired longer than 5 days but not exceed 30 days. The registrar

will put this domain name on hold for the period of 25 days. Users can proceed to un-hold domain name in the domain name system management by themselves with no additional charge, and must proceed with domain name renewal urgently before this period ends.

- 2.2.3. **Redemption Grace Period.** Renewal of domain name within 30 days after the end of Hold Period. This phase the domain expired longer than 30 days. On the 31st day, domain name will enter into deletion process, but will receive another grace period for restoration within 30 days. Renewal of domain name in this period will be subject to redemption fee in addition to renewal fee at a minimum of 1 year.

3. Restoration of Domain Name

Life cycle of domain name during Redemption Grace Period is the last grace period provided to users for domain name restoration and renewal before the domain name is permanently deleted from the registry database. There will be additional charges such as redemption fee and a minimum of 1 year renewal fee.

3.1. Redemption Fee

Redemption fee total amount of 1,600 Baht (One thousand Six Hundred Baht only) per 1 domain name. This rate is exclusive of Value Added Tax.

3.2. Minimum 1 Year Renewal Fee

In case of domain name restoration request, user must submit a request to restore and renew domain name at the same time. Minimum of 1 year renewal is required, regular rate is applied.

3.3. Procedure of Domain Name Restoration and Renewal

- 3.3.1. **Submission of Restoration and Renewal Request.** User can submit restoration and renewal request in the domain name system management.
- 3.3.2. **Payment of Restoration Fee and Renewal Fee.** User must proceed to pay for redemption fee and renewal fee at least 1 year, attach with proof of payment.
- 3.3.3. **Restoration and Renewal of Domain Name.** Domain name will be restored and renewed within 1 day after verification of payment is completed, then the user will receive renewal completion notice via email.

In case of any discrepancy between this translation and the original Thai text, the Thai text shall govern. Terms in this translation expressed in the singular should be construed as also including the plural, and vice versa.