



Domain
Name
Management

Thank you for contacting Uniregistry

You may have received an email stating that your .KY domain is about to expire. Because all of our products and services are managed through your account online, you must log into your Uniregistry account to claim, register, renew or configure your .KY domain(s).

Please find instructions below for managing your .KY domain(s).

Claiming your existing .ky

Please follow the steps below to claim your .ky domain(s):

1. Create an account at Uniregistry.com by clicking the 'Log in/Sign up' button and then clicking 'Sign up for an account'. Use the email address your notification was sent to.
2. Verify your new Uniregistry account by clicking the link in the verification email sent to the corresponding email inbox.

NOTE If you aren't sure which email address is associated with your domain, perform a domain search at Uniregistry.com/whois and note the administrative email address listed.

Once verification is complete, your .ky domain(s) will transfer to your Uniregistry account within 24 hours.

If you have .ky domains registered to multiple email addresses, you must create a separate uniregistry account for each email address to receive the corresponding domain. Once your domain(s) are successfully transferred to your accounts, you may then choose to move all your domains to one account. Click 'Support' at the top of the page and type "push" into the search bar to see step-by-step instructions for transferring a domain between Uniregistry accounts.

NOTE If the administrative email address for your domain(s) no longer exists, you must provide written notice to the ICTA directly at registryadmin@ICTA.ky to request for the administrative email address to be changed. Please note you may be required to provide proof of ownership of the domain.

Renewing your domains

All .KY's are set to expire July 22nd 2015 and therefore must be renewed before this date. Please follow the directions below to renew your .KY domain(s):

Step 1 - Set up a payment profile

At Uniregistry you can create one or multiple payment profiles. Ensure you have set up a payment profile using a USD credit card or PayPal account. We unfortunately are unable to accept CI debit cards at this time. Here are instructions for creating a payment profile:

1. Log in to your account at Uniregistry.com using the 'Log In' button on the homepage.
2. Click on the arrow in the upper right next to your email address and select 'Account Settings'
3. Choose 'Payment Profiles' from the left hand menu.
4. Click 'Add new payment profile' in the upper right
5. Fill in the appropriate fields and click 'Create Payment Profile' – you're done.

NOTE Payment profiles may not be modified but may be deleted. If you wish to modify a profile, you must delete it and create a new one.

Step 2 - Renewing a domain for 1+ years

1. Log in to your account at Uniregistry.com using the 'Log In' button on the homepage.
2. Select 'Manage' from the top navigation bar.
3. Select the domain name that you wish to renew.
4. Click on the green 'Renew' button and follow the checkout instructions to manually renew your domain name(s) – you're done.

Once payment is complete, you will receive a copy of the invoice by email. You may also view invoices at any time in the 'Order History' located under the 'Account' drop-down menu.

TIP View your domain(s) by clicking 'Manage' at the top of the page. From here you may confirm the expiry date, adjust basic functions such as auto-renew and select your domains for renewal and/or configuration.

Need more info? Contact us!

- Submit a support ticket by selecting 'Support' from the 'Account' drop-down menu in your Uniregistry account
- Send an email to help@uniregistry.com
- Call us Monday - Friday, 9:00AM - 5:00PM on 345.749.6263