

## Domain Name Lifecycle Policy

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## Domain Name Lifecycle Policy

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## Classification

Public

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# 1 Definitions

In this Policy:

**ICANN** means the Internet Corporation for Assigned Names and Numbers, its successors and assigns.

**Registrar** means an entity that is authorised to offer domain name services in relation to the TLD.

**Registry** means the systems used to record, store and maintain details of domain names in the TLD.

**Service** means the services that we provide in relation to the TLD.

**TLD** means Top Level Domain and for the purpose of this policy shall mean .melbourne

**We, us** and **our** means AusRegistry International ACN 103 729 620 as the designated representative of The State of Victoria through the Department of State Development, Business and Innovation, or our designated representatives.

**You** and **your** means the person or entity accessing the Service.

## 2 About this document

This document describes our domain name lifecycle policy.

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### 3 Purpose

The purpose of this policy is to describe the various states that a domain name may have during its life. We have developed this 'lifecycle' of domain names with reference to applicable industry standards, and ICANN policy.

## 4 Policy statement

### 4.1 Registration periods

The maximum validity period for domain names is 10 years. A domain name may be created in, or renewed in, one year increments up to the maximum validity period.

### Operations on a domain name

Throughout the lifecycle of a domain name, certain operations may be performed on the domain name. The outcome of those operations may differ depending on the state the domain name is in. Domain name states are described in the section 'States a domain name may be assigned'.

The operations applicable to a domain name are as follows.

#### Create

A Create operation produces a domain name in the Registry. While technically this is not an operation on a domain name, it is included here for completeness.

#### Update

An Update operation modifies the domain name's authinfo, associated contact objects and delegation information.

#### Renew

A Renew operation may be performed on a domain name by the sponsoring Registrar in order to extend its validity period.

#### Transfer

A Transfer operation moves a domain name from the sponsorship of one Registrar to another. Transfer operation options are:

- Transfer (request): The Registrar which will take sponsorship of the domain name (gaining Registrar), requests the Transfer.
- Transfer (approve): The Registrar which will lose sponsorship of the domain name (losing Registrar), explicitly approves the Transfer request.
- Transfer (reject): The Registrar which will lose sponsorship of the domain name rejects the Transfer request.
- Transfer (cancel): The gaining Registrar cancels the Transfer request.



A Transfer (request) is automatically approved by the Registry after five days if a Transfer (approve) or Transfer (reject) operation is not received from the losing Registrar, and the Transfer (request) has not been cancelled by a gaining Registrar.

## Delete

The sponsoring Registrar requests that the domain name be removed from the Registry Service by using the Delete operation.

For further information please refer to the section 'Transitions between states'.

## Restore

After a Delete operation a domain name may be reinstated using the Restore operation. Restore operations are:

- Restore (request): The sponsoring Registrar requests that a domain name be restored.
- Restore (report): The sponsoring Registrar provides a report regarding a domain name for which it has previously issued a Restore request.

For further information refer to the section 'Transitions between states'.

## 4.2 States a domain name may be assigned

The states that a domain name can exist in are:

- Registered
- Pending Create
- Pending Transfer
- Redemption
- Pending Restore
- Pending Delete

The following section describes the states a domain name may be in.

<b>Domain status</b>	Means the status information that will be available to Registrars, and in some cases displayed in the WHOIS output.
<b>In DNS?</b>	Means the associated name server records (and glue records if any) are published in the DNS.

### Registered

<b>State</b>	Registered
<b>Domain status</b>	ok, or varied status values noted by the absence of pendingTransfer or pendingDelete
<b>In DNS?</b>	Yes

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<b>Allowed operations</b>	Update, Renew, Transfer (request) and Delete
<b>What it means for a domain name</b>	The default state of a domain name. There are no pending operations and the domain has not been deleted.
<b>Length of time in this state</b>	-

### Pending Create

<b>State</b>	Pending Create
<b>Domain status</b>	pendingCreate
<b>In DNS?</b>	No
<b>Allowed operations</b>	Delete
<b>What it means for a domain name</b>	We have received a request from a Registrar to register a domain name matching an entry on the list of restricted labels for the TLD. Subsequent attempts to register the same domain name will not be queued whilst in this state. Approval of the request is at our discretion. This state is not used for applications for domain names made during the Sunrise and Claims Notice Periods as described in our policy.
<b>Length of time in this state</b>	This state applies for a maximum of 5 calendar days.

### Pending Transfer

<b>State</b>	Pending Transfer
<b>Domain status</b>	pendingTransfer
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Transfer (cancel, reject, approve)
<b>What it means for a domain name</b>	A Registrar has requested a Transfer of the domain name and it is not yet completed. All operations that would transform the domain name, other than those to cancel, reject, or approve the Transfer are rejected.
<b>Length of time in this state</b>	This state applies for a maximum of 5 calendar days.

### Redemption

<b>State</b>	Redemption
<b>Domain status</b>	pendingDelete redemptionPeriod
<b>In DNS?</b>	No
<b>Allowed operations</b>	Restore (request)
<b>What it means for a domain name</b>	The sponsoring Registrar has requested that the domain name be Deleted. The sponsoring Registrar may perform a Restore operation to reinstate the domain name. The domain name continues to be withheld from the DNS unless it is reinstated. All operations that would transform the domain name, other than to Restore are rejected.
<b>Length of time in this state</b>	This state applies for 30 calendar days.

### Pending Restore

<b>State</b>	Pending Restore
<b>Domain status</b>	pendingDelete

	pendingRestore
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Restore (report)
<b>What it means for a domain name</b>	A Restore request is pending. The sponsoring Registrar must submit a Restore report. The domain name is in the DNS. All operations that would transform the domain name, other than the Restore report are rejected.
<b>Length of time in this state</b>	This state applies for a maximum of 7 calendar days.

### Pending Delete

<b>State</b>	Pending Delete
<b>Domain status</b>	pendingDelete
<b>In DNS?</b>	No
<b>Allowed operations</b>	None
<b>What it means for a domain name</b>	The Redemption Grace Period has lapsed and the domain name is pending being removed from the Registry Service. This state prohibits the sponsoring Registrar from the Update, Restore operations or modifying the domain name. At the end of this period the domain name is removed from the Registry Service and may become available for registration.
<b>Length of time in this state</b>	This state applies for 5 calendar days.

## 4.3 Grace periods

There are five grace periods that are applicable to domain names:

- Add Grace Period
- Renew Grace Period
- Auto-Renew Grace Period
- Transfer Grace Period
- Redemption Grace Period

The following describes each of the domain name grace periods and how these may affect operations in relation to the domain name. The grace period states described in this section are additional to those described in the preceding section.

The following section describes the grace periods a domain name may be in.

<b>Domain status</b>	Means the status information that will be available to Registrars, and in some cases displayed in the WHOIS output.
<b>Effect on operations</b>	Means the effect that this grace period will have on various operations.

### Add Grace Period

<b>Period</b>	Add Grace Period
<b>Domain status</b>	addPeriod
<b>Effect on operations</b>	Subject to the following the Add Grace Period does not have any impact on other operations.

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	<b>Delete</b>	The sponsoring Registrar, who must have created the domain name, may Delete the domain name. The operation occurs with immediate effect and the domain name may become available for registration.
	<b>Renew</b>	The sponsoring Registrar may Renew the domain name. The total period for the domain name is the sum of the initial period specified when the domain name was created and any renewal term, subject to the 10 year maximum.
	<b>Transfer</b>	A Transfer may not occur during the Add Grace Period, or at any other time in the first 60 calendar days after the initial creation, or approved transfer of the domain name. The Registry Service will prevent such a transfer from occurring.
<b>What it means for a domain name</b>	Allows for no-cost cancellation of a domain name registration resulting from typographical or other errors by Registrars and registrants. Once cancelled the domain name may become immediately available for registration.	
<b>Length of time in this period</b>	This state applies for 5 calendar days after the domain name is Registered. Note the Add Grace Period does not apply to Pending Create.	

### Renew Grace Period

<b>Period</b>	Renew Grace Period	
<b>Domain status</b>	renewPeriod	
<b>In DNS?</b>	Yes	
<b>Effect on operations</b>	Subject to the following the Renew Grace Period does not have any impact on other operations.	
	<b>Delete</b>	The sponsoring Registrar, who must have initiated the Renew operation, may Delete the domain name. The extension to the registration period caused by the preceding renew is reversed and unless the domain name is also in the Add Grace Period, the domain name enters the Redemption state. If the domain name is also in the Add Grace Period it is removed from the Registry with immediate effect and may become available for registration.
	<b>Renew</b>	The sponsoring Registrar, who must have initiated the Renew operation, can subsequently Renew the domain name, causing a second independent Renewal Grace Period to start. The total registration period for the domain name is extended by the renewal term, limited to the 10 year maximum.
	<b>Transfer</b>	An approved transfer ends the current Renew Grace Period without a refund and begins a Transfer Grace Period.
<b>What it means for a domain name</b>	Allows the sponsoring Registrar to undo the operation to Renew via the Delete operation.	
<b>Length of time in this period</b>	This state applies for 5 calendar days.	

### Auto-Renew Grace Period

<b>Period</b>	Auto-Renew Grace Period
<b>Domain status</b>	autoRenewPeriod

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<b>Effect on operations</b>	Subject to the following, the Auto-Renew Grace Period does not have any impact on other operations.	
	<b>Delete</b>	The sponsoring Registrar, who must be the sponsoring Registrar when the Auto-Renew Grace Period commenced, may Delete the domain name. The registration period auto-renew extension is reversed and the domain name enters the Redemption state.
	<b>Renew</b>	The sponsoring Registrar, who must be the sponsor when the auto-renew occurred, can Renew the domain name for another period causing an independent Renewal Grace Period to begin. The registration period is extended by the renewal term, limited to the 10 year maximum.
	<b>Transfer</b>	An approved transfer ends the current Auto-Renew Grace Period, and begins a Transfer Grace Period. The registration period auto-renew extension is reversed and the registration is extended by the period specified in the transfer.
<b>What it means for a domain name</b>	Auto-Renew Grace Period allows for domain names to remain in the DNS beyond the expiration of the registration period, to provide adequate time for the sponsoring Registrar to obtain the registrants intent to renew the domain name.	
<b>Length of time in this period</b>	This state applies for 45 calendar days after expiry of the domain name.	

### Transfer Grace Period

<b>Period</b>	Transfer Grace Period	
<b>Domain status</b>	transferPeriod	
<b>Effect on operations</b>	Subject to the following the Transfer Grace Period does not have any impact on other operations.	
	<b>Delete</b>	The sponsoring Registrar, who must have initiated the Transfer, may Delete the domain name. The extension to the registration period of the preceding transfer is reversed and the Redemption state is entered.
	<b>Renew</b>	The sponsoring Registrar can Renew the domain name thus causing an independent Renewal Grace Period to begin. The registration period for the domain name is extended by the renewal term, limited to the 10 year maximum.
	<b>Transfer</b>	A further transfer may not occur during the 60 calendar day period after the approved transfer of a domain name. The Registry will prevent such a transfer from occurring. Should a special situation require transfer back to the losing Registrar, this is dealt with by taking into account the unique circumstances of the situation and will require our approval and manual intervention.
<b>What it means for a domain name</b>	Transfer Grace Period allows the sponsoring Registrar to undo the registration period extension (due to an approved transfer of a domain name), Deleting a domain name.	
<b>Length of time in this period</b>	This state applies for 5 calendar days after completion of the Transfer.	

## Redemption Grace Period

<b>Period</b>	Redemption Grace Period
<b>Domain status</b>	pendingDelete
	redemptionPeriod
<b>Effect on operations</b>	Restore (request)
<b>What it means for a domain name</b>	Redemption Grace Period refers to the period of time the domain name spends in the Redemption state, starting after a domain name is deleted. The Redemption state description provides information on operations that are allowed during this period.
<b>Length of time in this period</b>	This state applies for 30 calendar days.

## Overlap of grace periods

Grace periods may overlap. The four possible overlapping grace periods are:

- Add Grace Period with one or more Renew Grace Periods.
- Renew Grace Period with one or more other Renew Grace Periods.
- Auto-Renew Grace Period with one or more Renew Grace Periods.
- Transfer Grace Period with one or more Renew Grace Periods.

These are treated independently with respect to timelines however operations on domain names are processed in a manner that takes into account the combined effects of all grace periods.

## 4.4 Transitions between states

Transitions between the various states of domain names are triggered in the Registry Service as follows.

### Available > Registered

Transition from 'Available' (for registration) to Registered is triggered by the receipt of a request from a Registrar to Create the domain name that does not match an entry on the restricted list. This transition begins the Add Grace Period.

### Available > Pending Create

Transition from 'Available' (for registration) to Pending Create is triggered by the receipt of a request from a Registrar to Create the domain name where that domain name matches an entry on the list of restricted labels. This transition does not begin the Add Grace Period.

### Pending Create > Registered

Transition from Pending Create to Registered occurs on our approval of the registration request. This transition begins the Add Grace Period.

### Pending Create > Deleted

Transition from Pending Create to Deleted occurs if the request to register the domain name is not approved by us. The domain name is removed from the Registry Service and may become available for registration.

### Registered > Pending Transfer

Transition from Registered to Pending Transfer is triggered by the receipt of a request to Transfer the domain name. On approval the transfer results in the extension of the domain name registration.

Requests to Transfer the domain name within 60 days of creation or a previous Transfer are rejected. As described in the preceding section in relation to the Transfer Grace Period, exceptions may apply and are dealt with on a case by case basis.

### Pending Transfer > Registered

Transition from Pending Transfer to Registered may be triggered by the following operations:

<b>Cancel</b>	During the Pending Transfer period the gaining Registrar may cancel the Transfer by requesting the Transfer to be cancelled. The registration period remains unchanged and all existing grace periods at the time of transfer request remain in effect.
<b>Reject</b>	During the Pending Transfer period the losing Registrar may reject the Transfer. The registration period remains unchanged and all grace periods existing at the time of Transfer request remain in effect.
<b>Approve</b>	During the Pending Transfer period the losing Registrar may approve the Transfer. If the Transfer was requested during the Auto-Renew Grace Period, the extension to the registration period is reversed. The registration period is extended by the amount specified in the Transfer request. This begins the Transfer Grace Period.
<b>Auto-Approve</b>	If after 5 days, no action has been taken, the Registry Service approves the Transfer automatically. If the Transfer was requested during the Auto-Renew Grace Period the extension to the registration period is reversed. The registration period is extended by the amount specified in the Transfer request. This begins the Transfer Grace Period.

### Registered > Deleted

Transition from Registered to Deleted occurs on receipt of a request to Delete a domain name. If the domain name is in the Add Grace Period, it is removed from the Registry Service and may become available for registration.

### Registered > Redemption

Transition from Registered to Redemption occurs on receipt of a request to Delete a domain name. If the domain name is not in the Add Grace Period, it transitions to the Redemption period state and all grace periods in effect are considered.

### Redemption > Pending Restore

Transition from Redemption to Pending Restore occurs on receipt of a request to Restore a domain name. If the Redemption Period has not lapsed, the domain name transitions to the Pending Restore state. The domain name is provisioned in the DNS.

### Pending Restore > Registered

Transition from Pending Restore to Registered during the Pending Restore period occurs when the sponsoring Registrar completes the Restore via a Restore (report) containing the registration data as at the time of deletion, the registration data at the time of the report, and the reason for the Restore to occur.

### Pending Restore > Redemption

Transition from Pending Restore to Redemption occurs automatically 7 calendar days after the transition to the Pending Restore state. If a Restore (report) is not received the domain name transitions to the Redemption state, which begins a new Redemption period. The domain name is removed from the DNS.

### Redemption > Pending Delete

Transition from Redemption to Pending Delete occurs automatically 30 calendar days after the transition to the Redemption state. If a Restore (request) is not received the domain name transitions to the Pending Delete state.

### Pending Delete > Deleted

Transition from Pending Delete to Deleted occurs automatically 5 calendar days after the transition to the Pending Delete state. The domain name is removed from the Registry Service and may become available for registration.

## 4.5 Locks on domain names

Locks may be applied to the domain name to prevent specific operations occurring. There are two types of locks that may be applied 'client' locks and 'server' locks. Client and server locks may be applied independently or simultaneously.

Locks prefixed with 'client' are set or removed by the sponsoring Registrar; and we may set or remove locks prefixed with 'server'. Locks are added and removed independently however they can be combined to facilitate the enforcement of other processes, and outcomes such as those required as part of Uniform Domain Name Dispute Resolution Policy (UDRP).

The available locks are as follows.

### Delete Prohibited

<b>Domain status</b>	clientDeleteProhibited
	serverDeleteProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Update, Renew, and Transfer (request)
<b>What it means for a domain name</b>	Requests to delete the domain name are rejected.



## Hold

<b>Domain status</b>	clientHold
	serverHold
<b>In DNS?</b>	No
<b>Allowed operations</b>	Update, Renew, Transfer (request) and Delete
<b>What it means for a domain name</b>	DNS information is not published for the domain name.

## Renew Prohibited

<b>Domain status</b>	clientRenewProhibited
	serverRenewProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Update, Transfer (request) and Delete
<b>What it means for a domain name</b>	Requests to Renew the domain name are rejected. Auto-Renew is allowed.

## Transfer Prohibited

<b>Domain status</b>	clientTransferProhibited
	serverTransferProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Update, Renew, and Delete
<b>What it means for a domain name</b>	Requests to Transfer the domain name are rejected

## Update Prohibited

<b>Domain status</b>	clientUpdateProhibited
	serverUpdateProhibited
<b>In DNS?</b>	Yes
<b>Allowed operations</b>	Renew, Transfer (request), Delete and Update
<b>What it means for a domain name</b>	Requests to Update the domain name are rejected, unless the Update removes this state.

## 5 Definition and review

This document has been prepared and published to represent our policy regarding the administrative and technical management of the TLD.

We may discontinue or amend any part or the whole of this policy from time to time at our absolute discretion.

### **Definitions**

We, us and our means any or all of the Bombora Technologies Pty Ltd group of companies, their related entities and their respective officers, employees, contractors or sub-contractors.

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