Preparing your Domain to transfer from Namecat

Getting Started

Before you can transfer a domain:

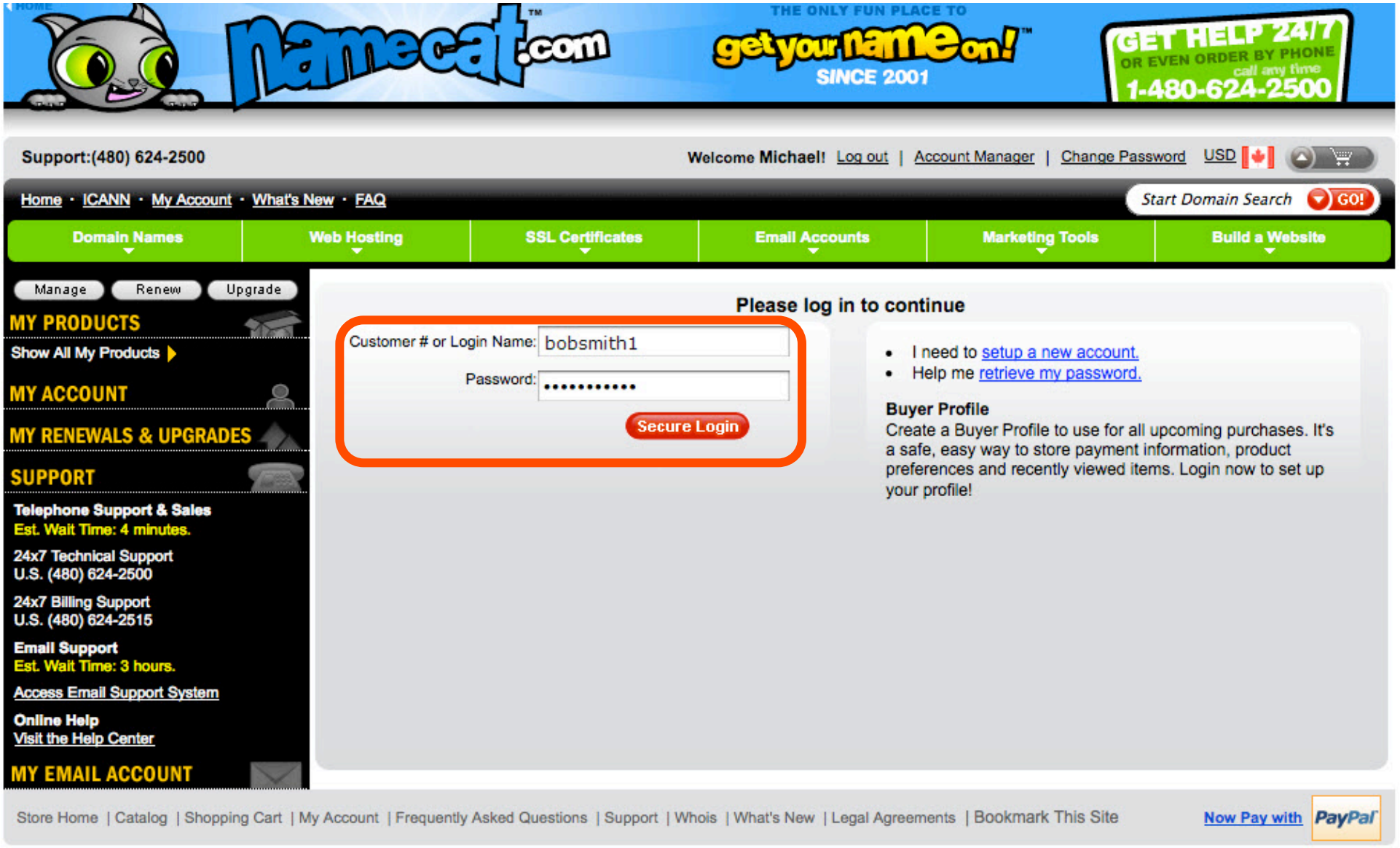
- **Confirm** your administration email address in the domain registry records.
- **Disable** domain privacy. If the privacy service forwards incoming email, check the ‘forward to’ contact email address for accuracy.
- **Verify** that the domain is unlocked.
- **Obtain** the domain's transfer authorization code (also referred to as an EPP or auth code).

Note: Registrar rules vary. Your domain may not be transferable within 60 to 120 days of registration, a previous transfer, or renewal.

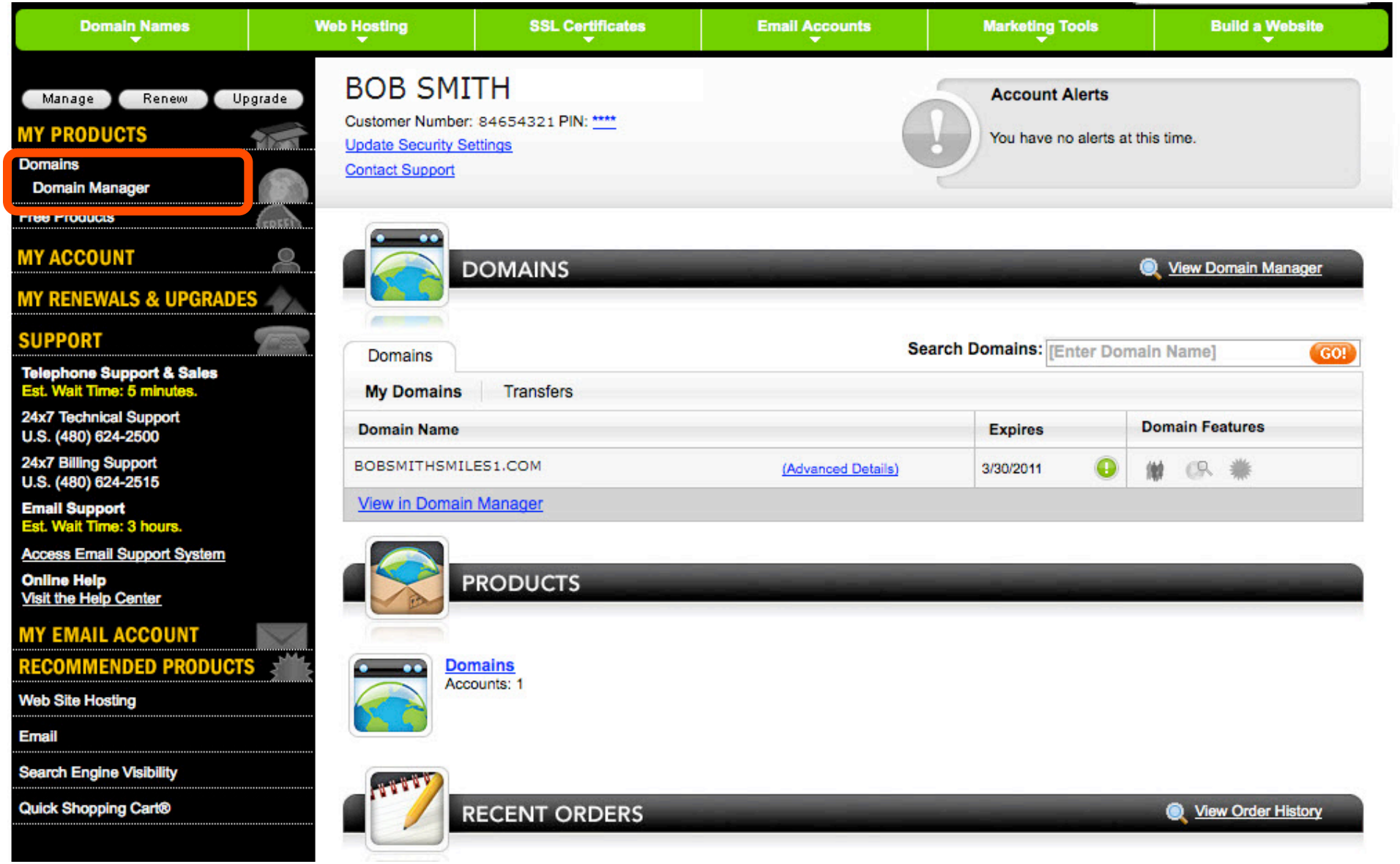
Your account

- Go to: namecat.com
- You will need your customer number or login name and password.
- If you do not have your account details, you will need to contact Namecat. Their support number is on their website.

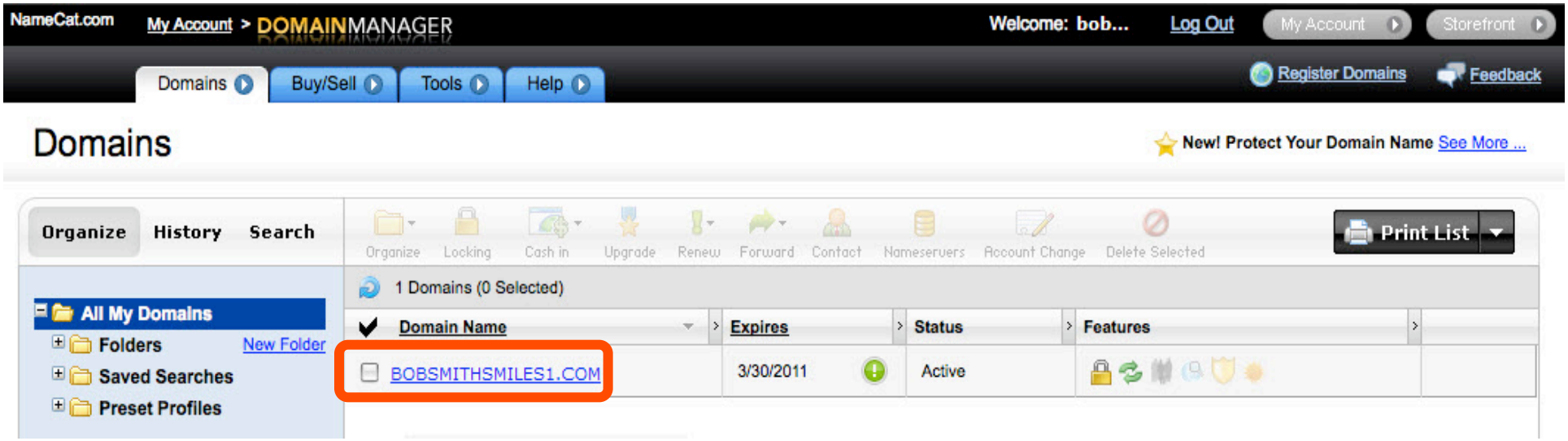
Step 1: Login to your account with your user ID and password.



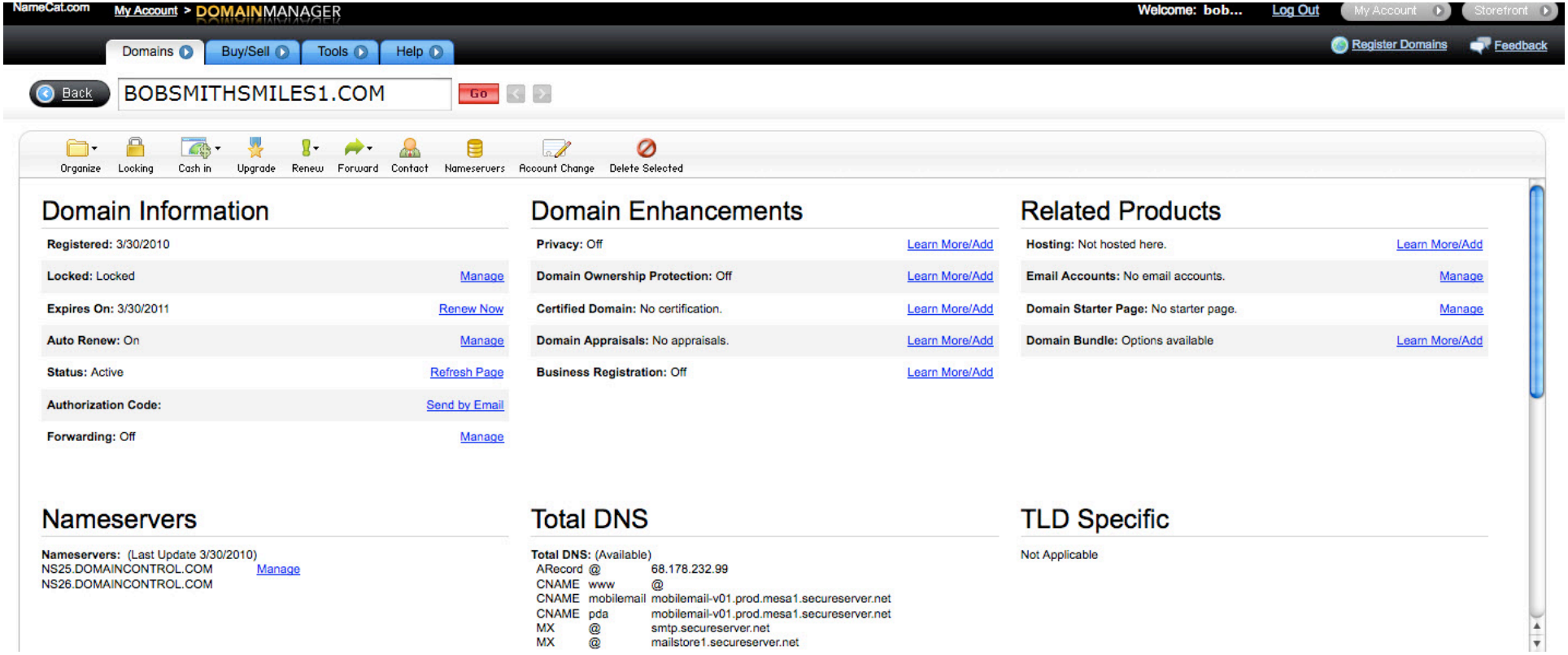
Step 2: Click **Domain Manager**. (This will open in a new window.)



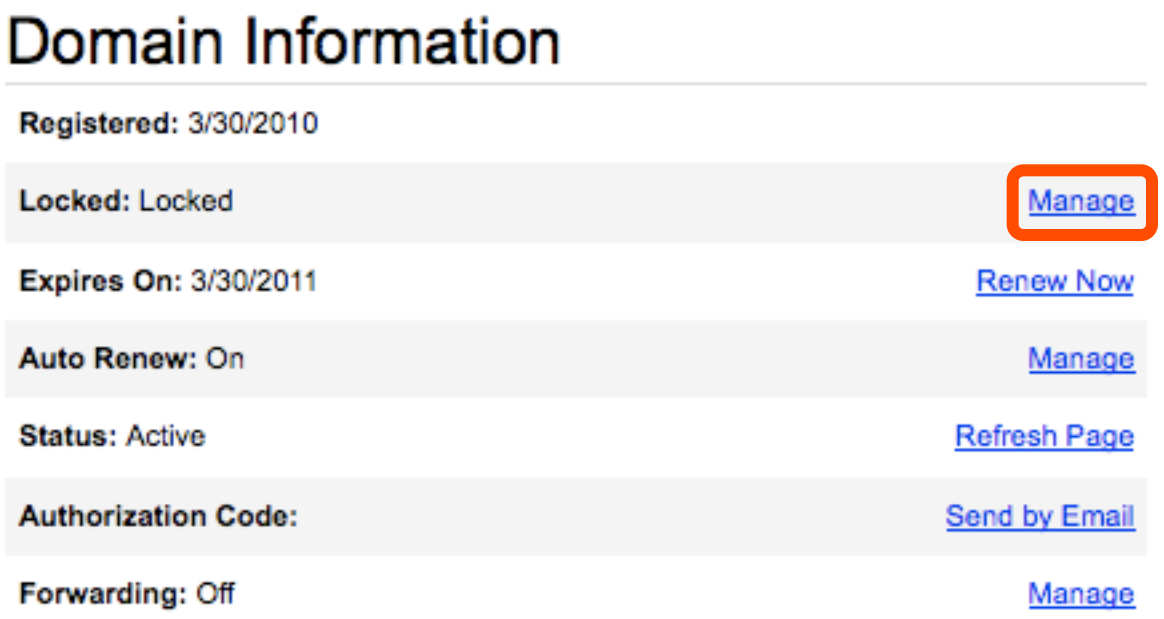
Step 3a: Select the check box next to your domain name to be transferred. You can also double-click on the domain.



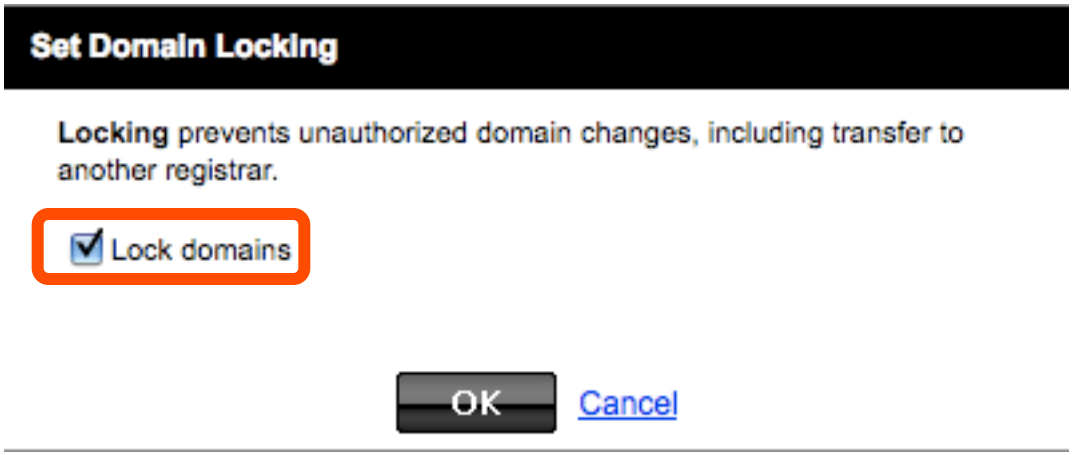
Step 3b: The **Domain Manager** panel has all the sections you need to complete the next steps.



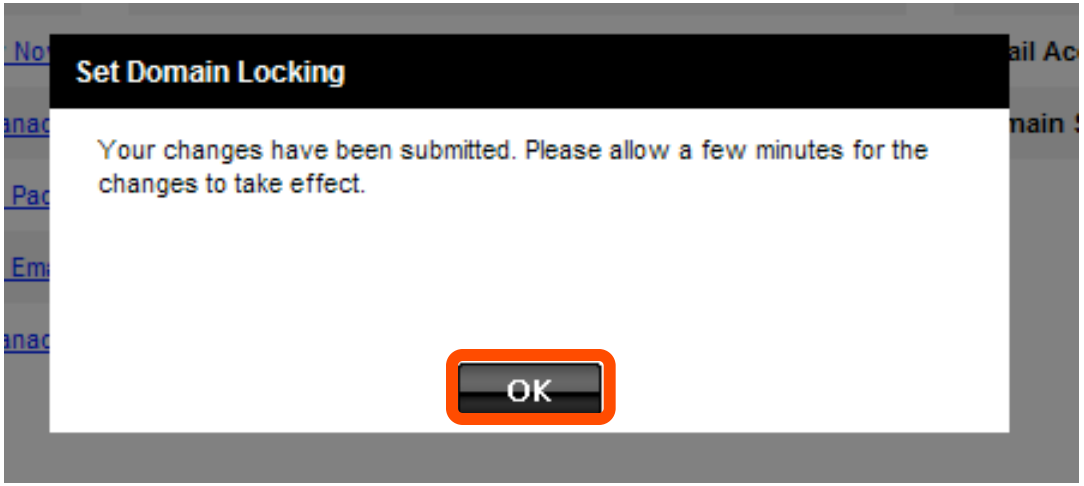
Step 4: Change the **Lock** Status to “Unlocked”. Under the **Domain Information**, click **Manage** next to **Locked**.



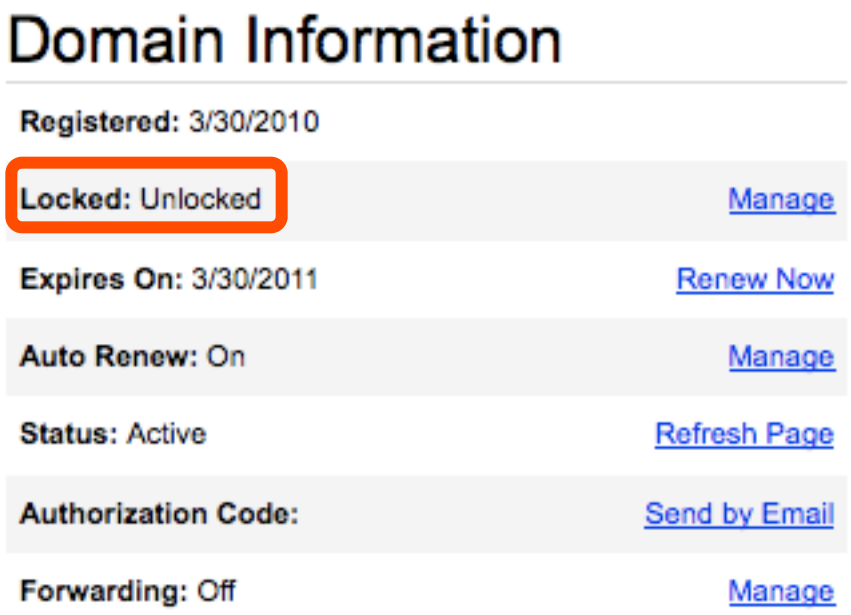
Step 5: Deselect the check box **Lock domains,** and then click **OK**.



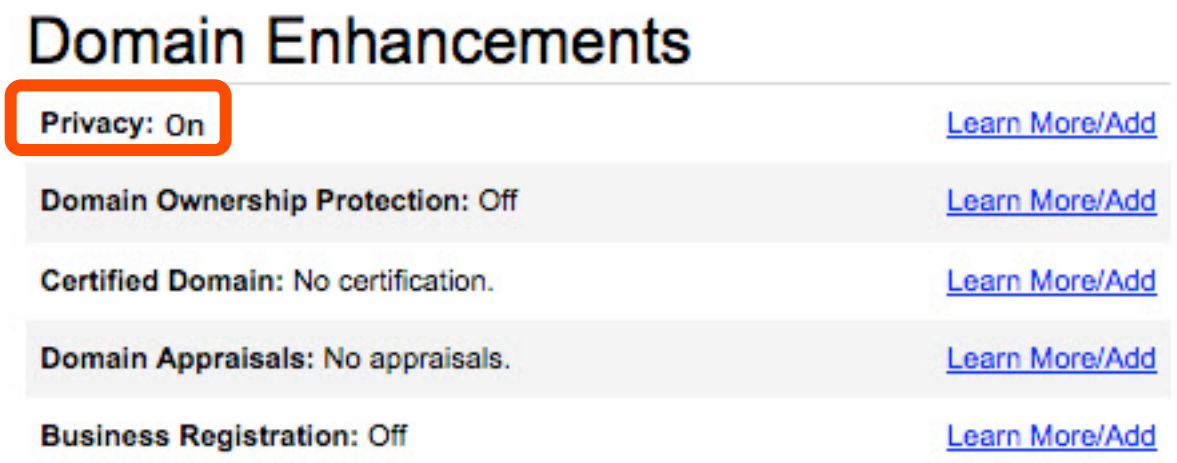
Step 6: A second confirmation screen will appear. Click **OK**.



Step 7: Refresh the browser window to **verify** that your domain is listed as unlocked.

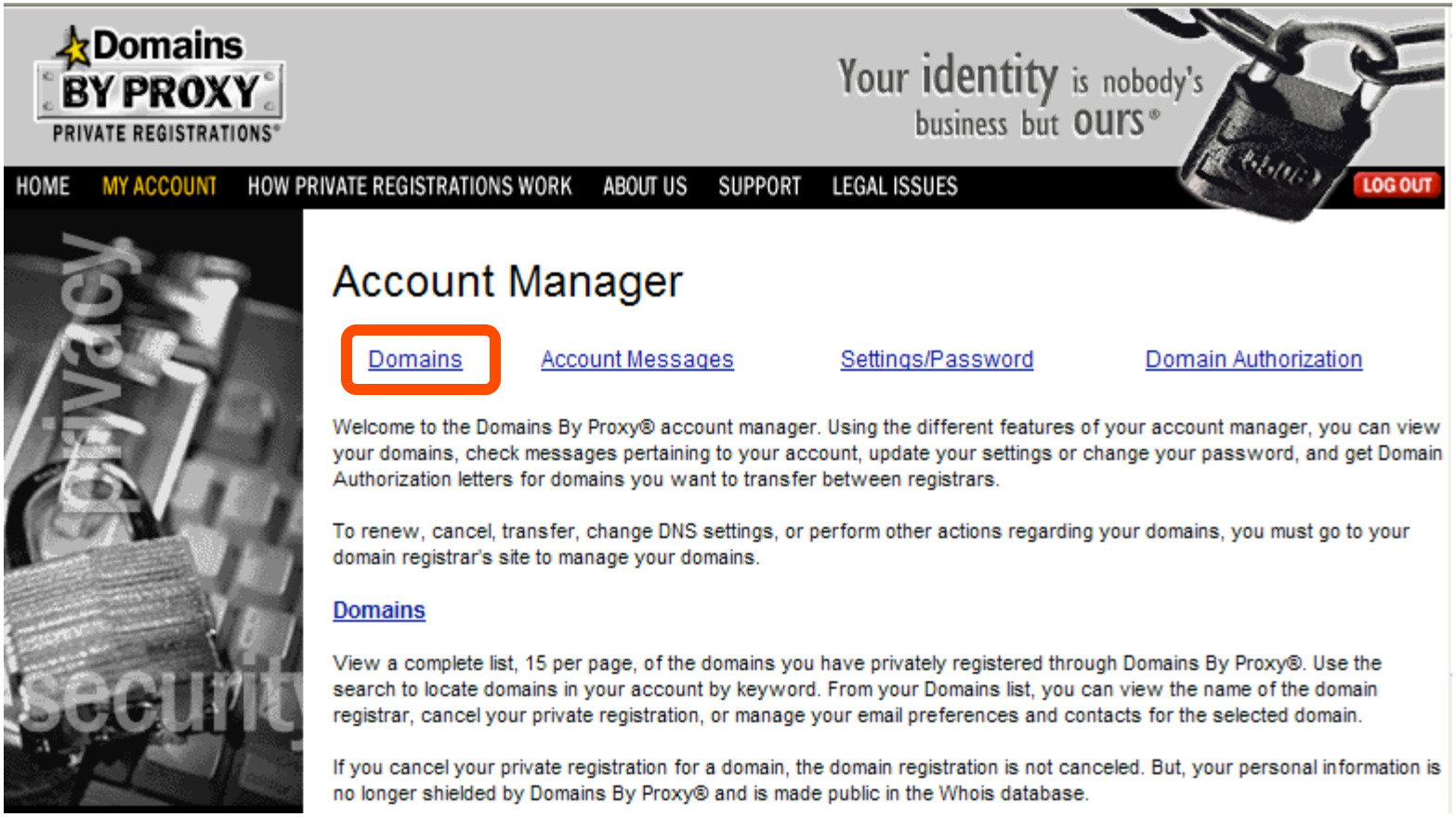


Step 8: Under **Domain Enhancements**: Check that **Privacy** is set to **Off**. If not, click **Manage** next to **Privacy**.

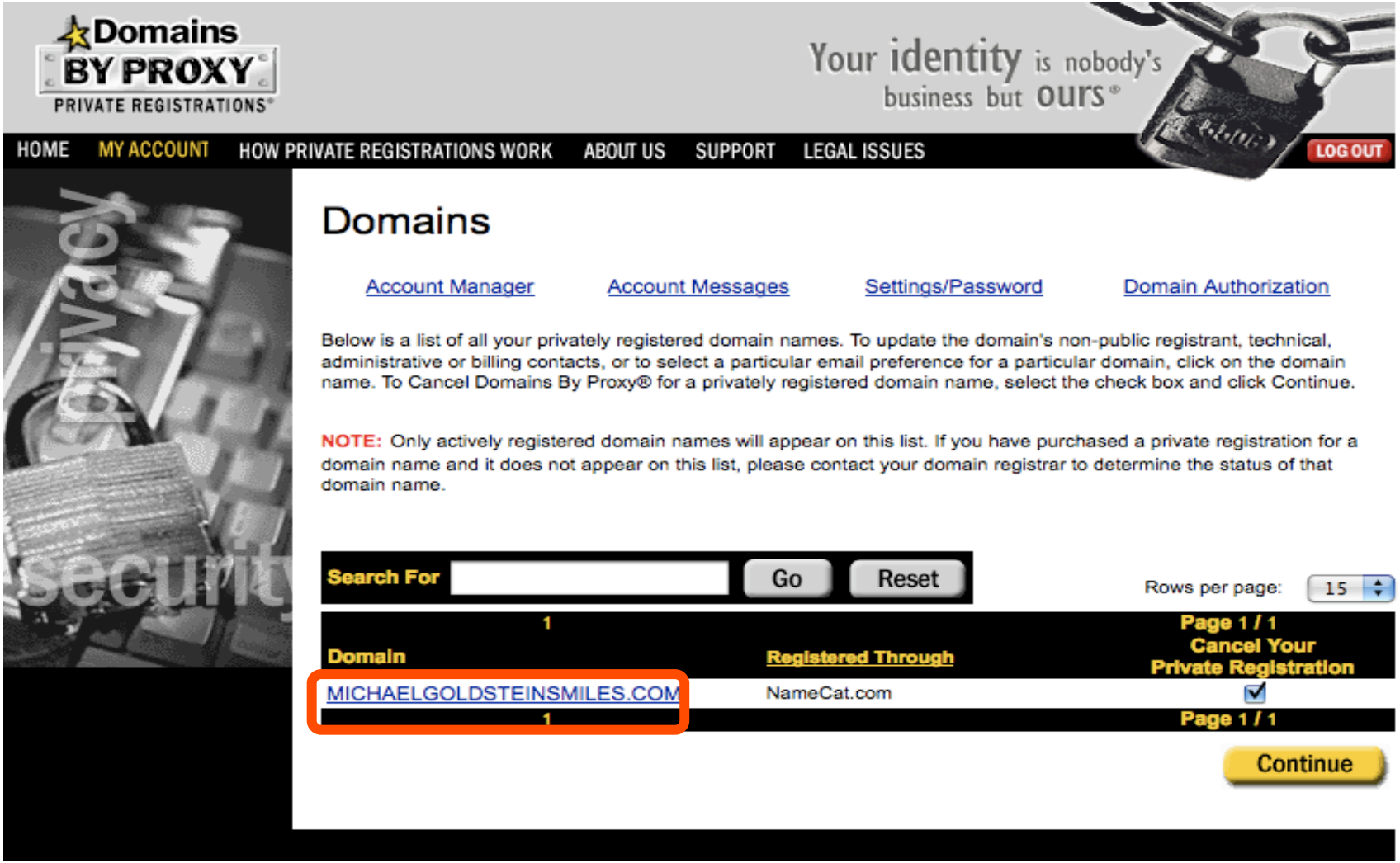


Step 9:. Update your email address. A **Domains By Proxy** login screen will pop up in a new window. Log in with your **Domains By Proxy** login and password.

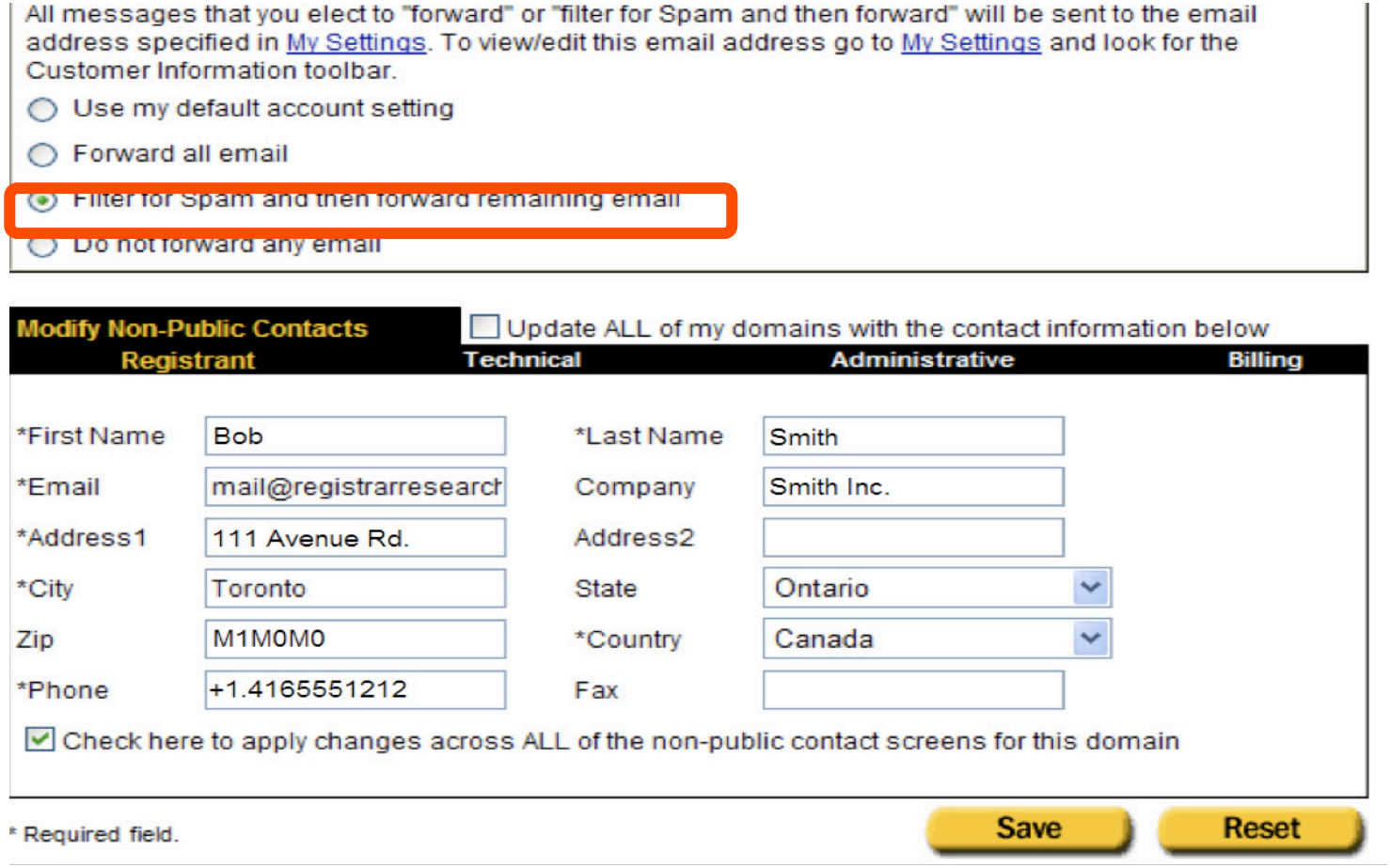
Step 10: Click **Domains**.



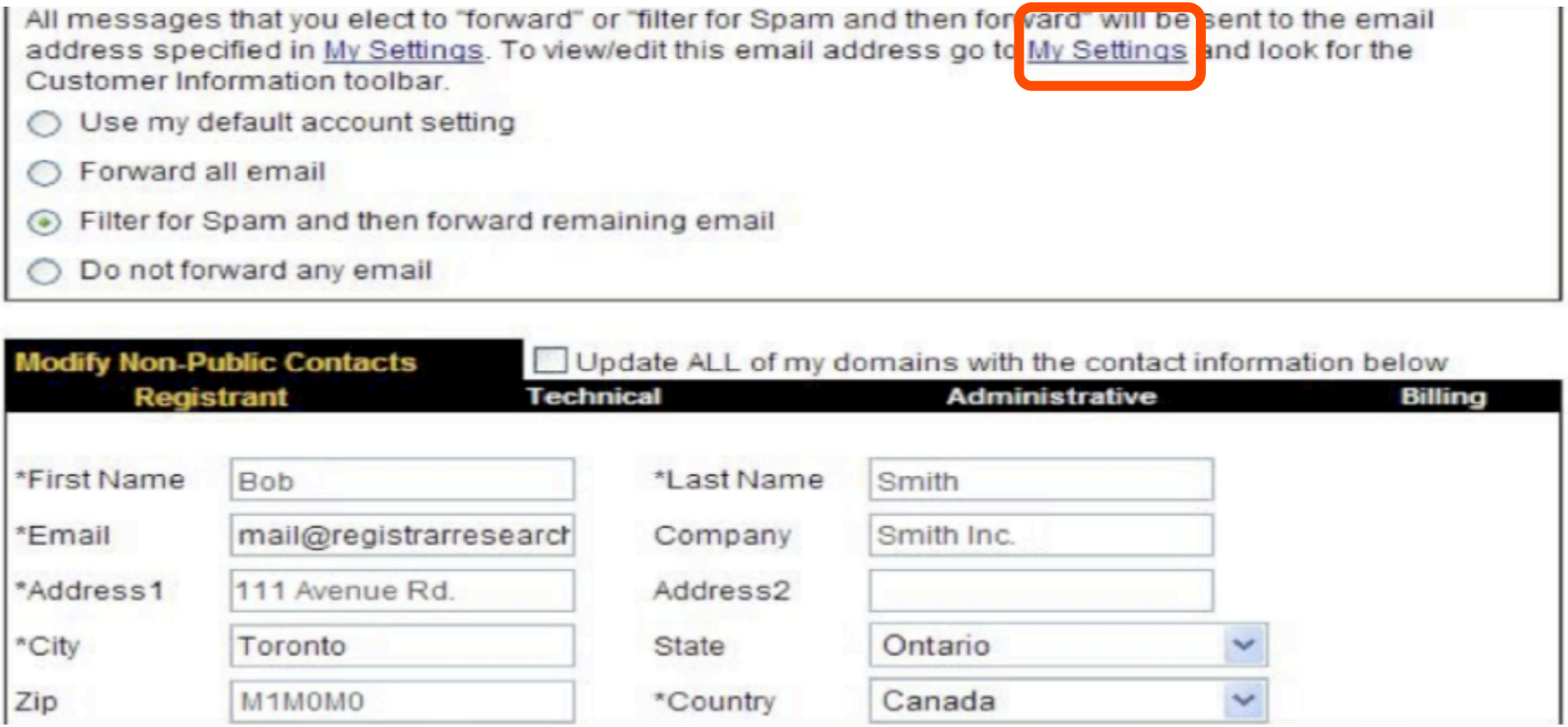
Step 11: Click the domain name that you want to transfer. Click continue.



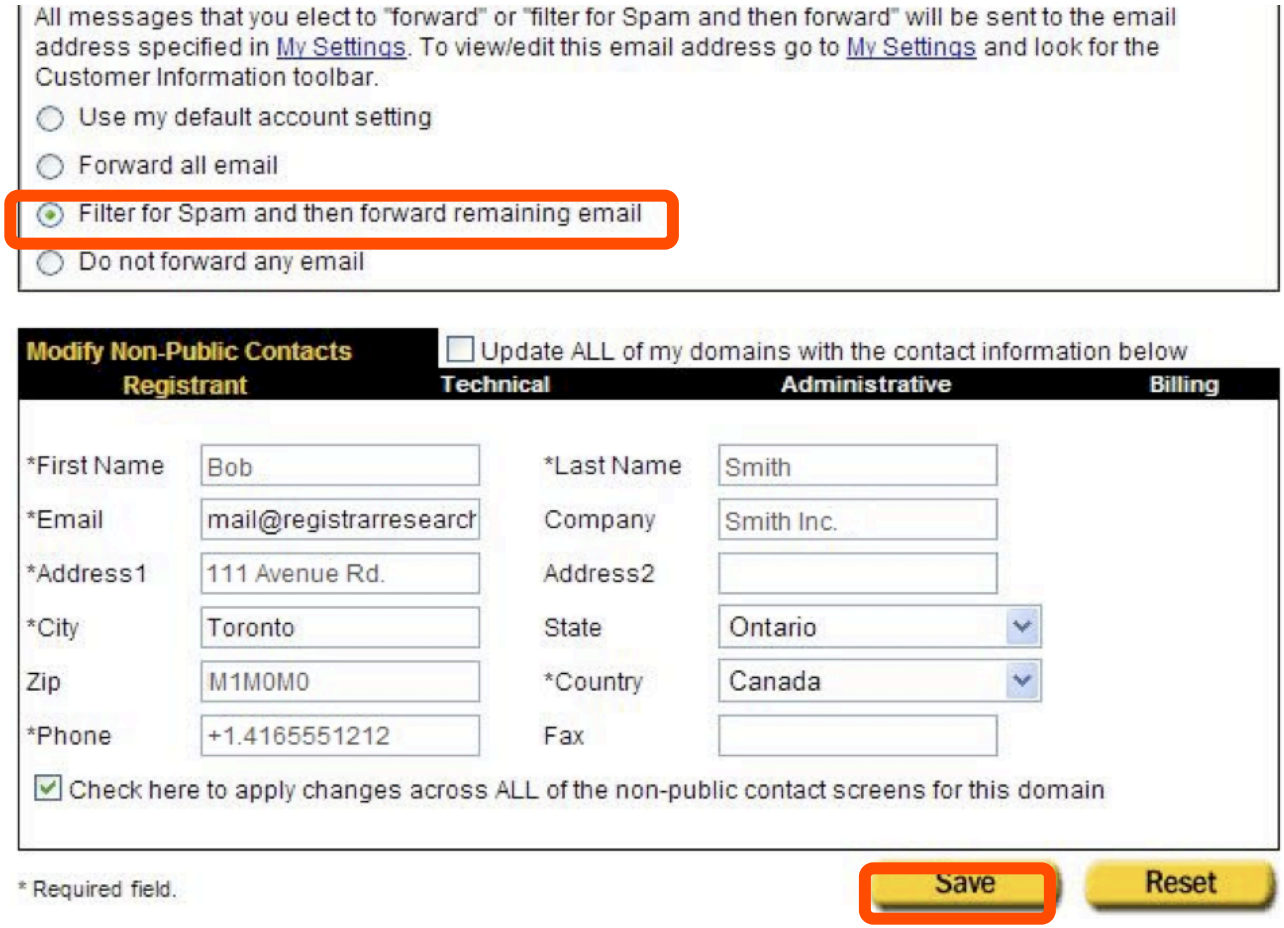
Step 12: In the **Modify Email Preferences** section, select either **Forward all email** or **Filter for Spam and then forward remaining email**. Select **Forward all email** if transfer request messages are treated as spam; normally they are allowed by the spam filters.



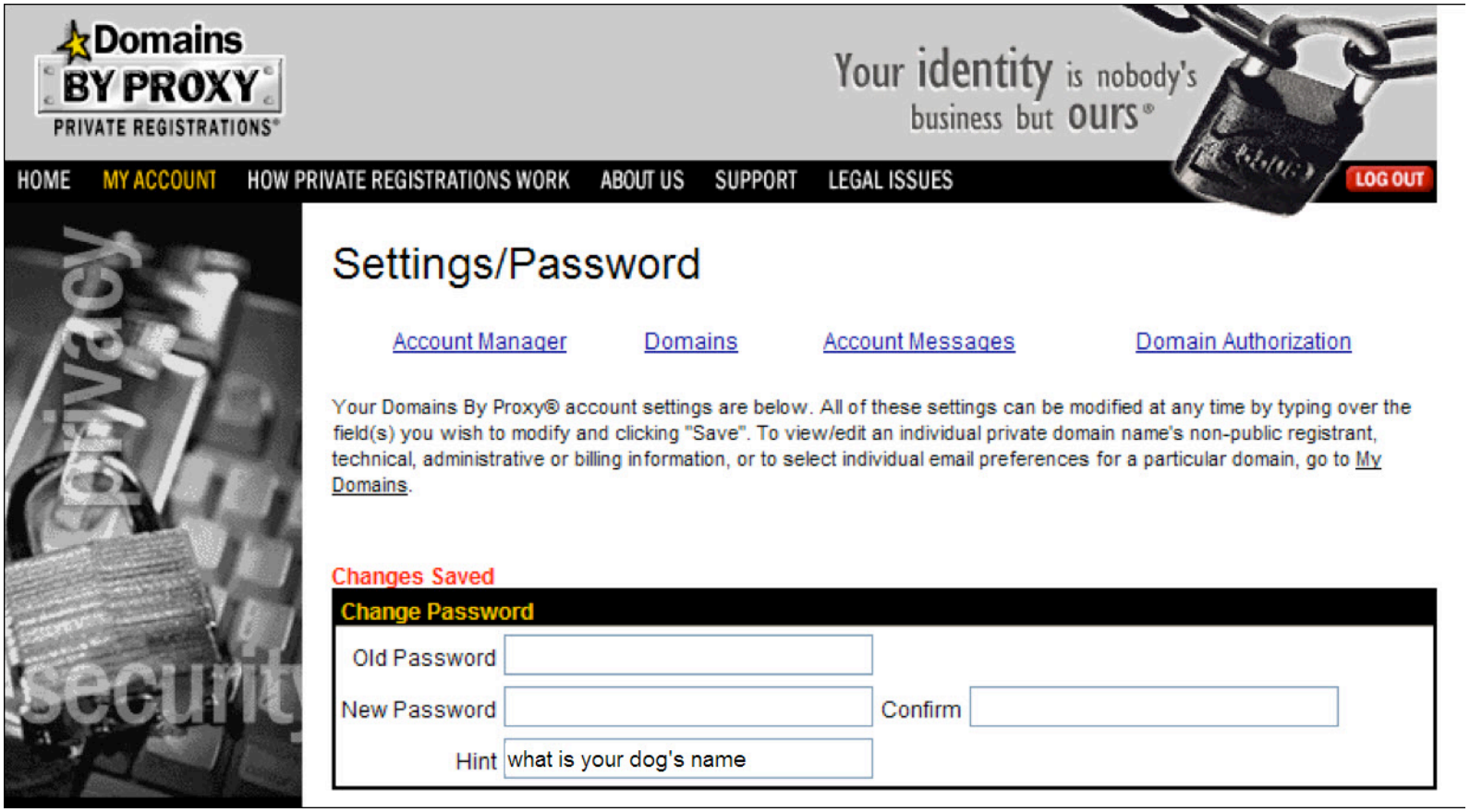
Step 13: Click **My Settings** to verify your email address used for forwarding.



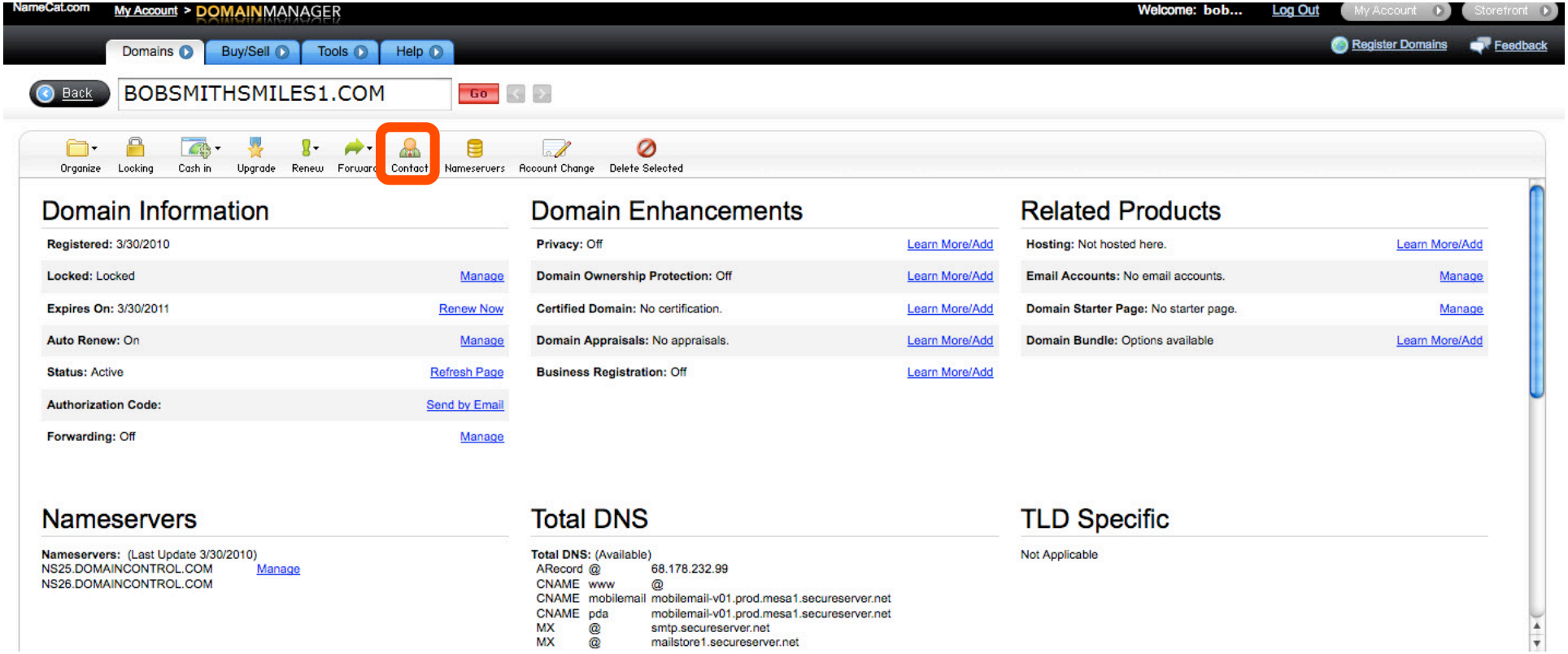
Step 14: Update the email address (if required), then click **Save**.



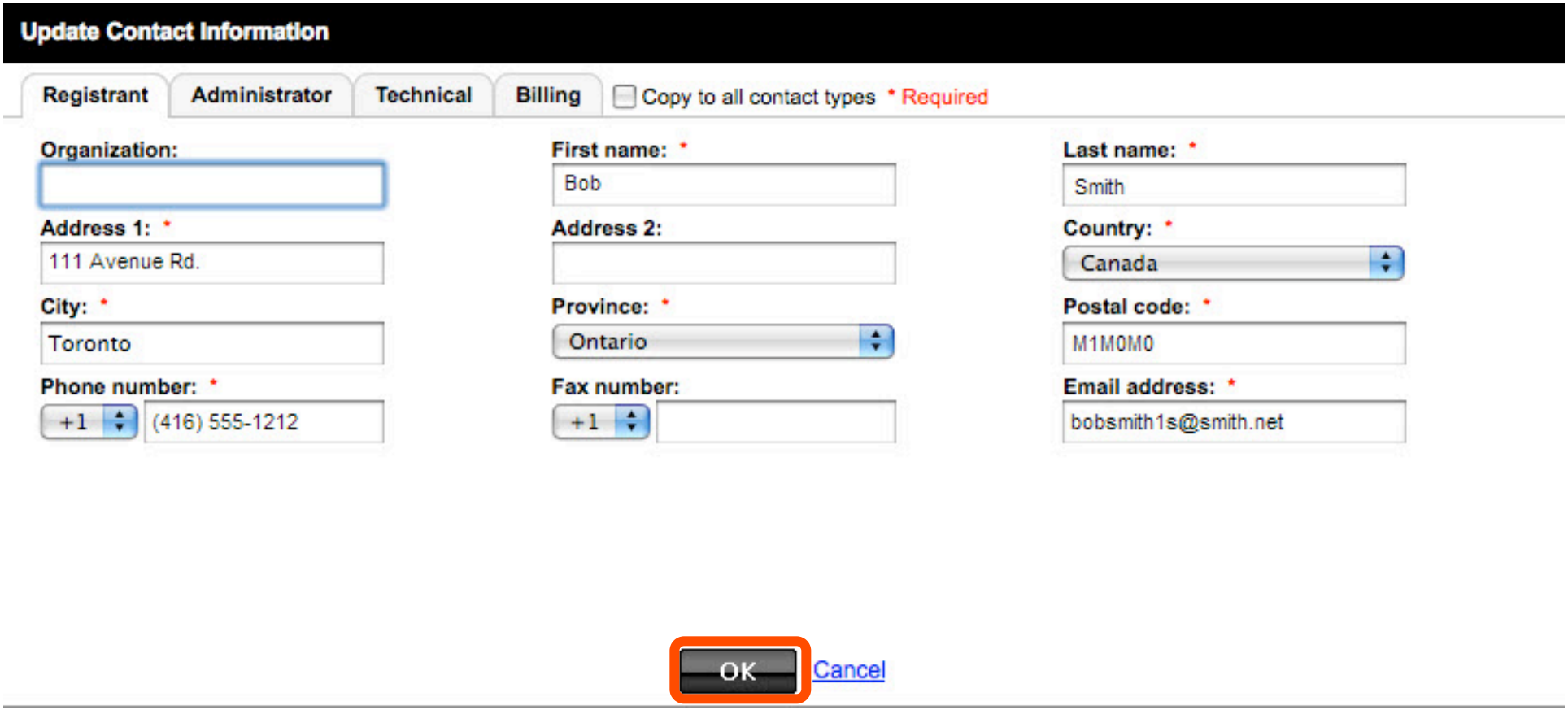
Step 15: A **Changes Saved** message will appear. Log out of **Domains By Proxy** to return to your NameCat Domain Manager page.



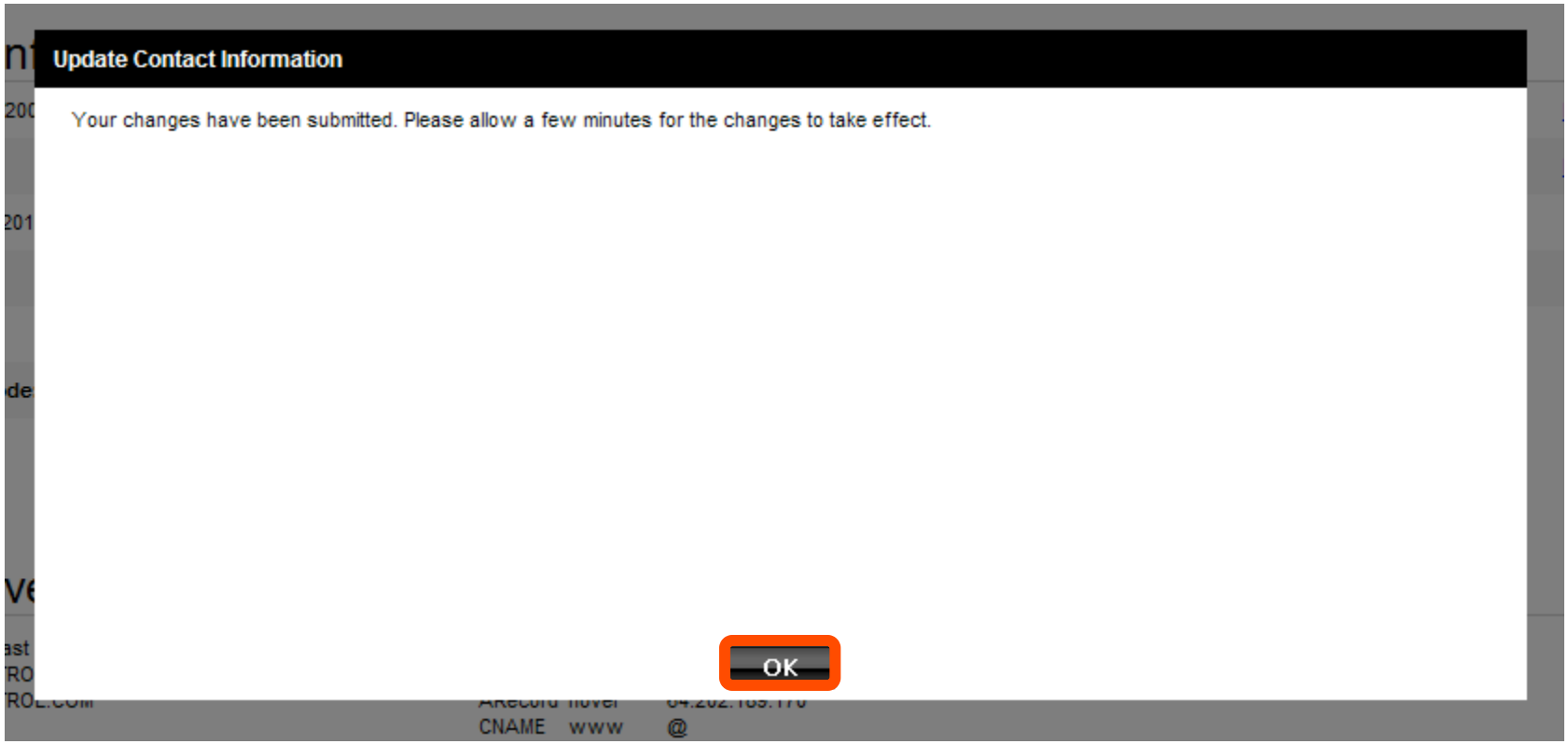
Step 16: In the Namecat **Domain Manager** page, click **Contact**.



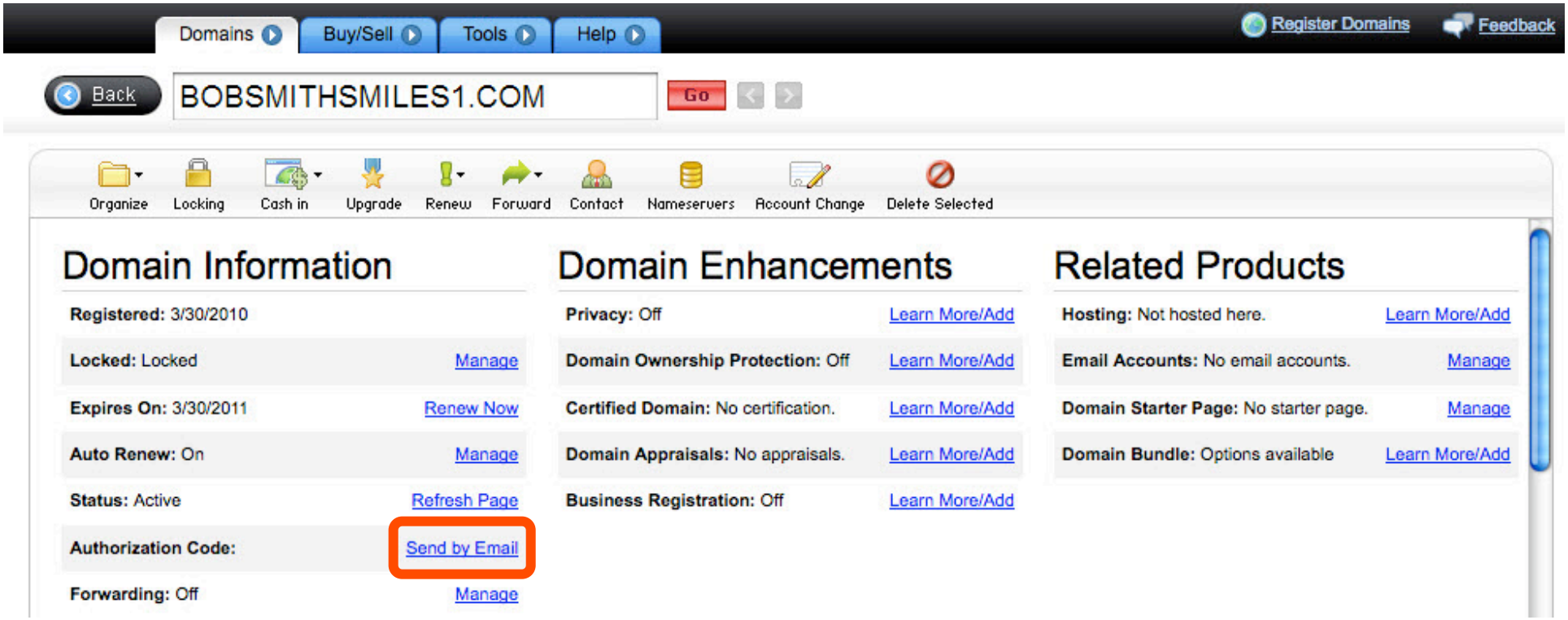
Step 17: Click **Administrator** and verify your associated email address. Click **OK**.



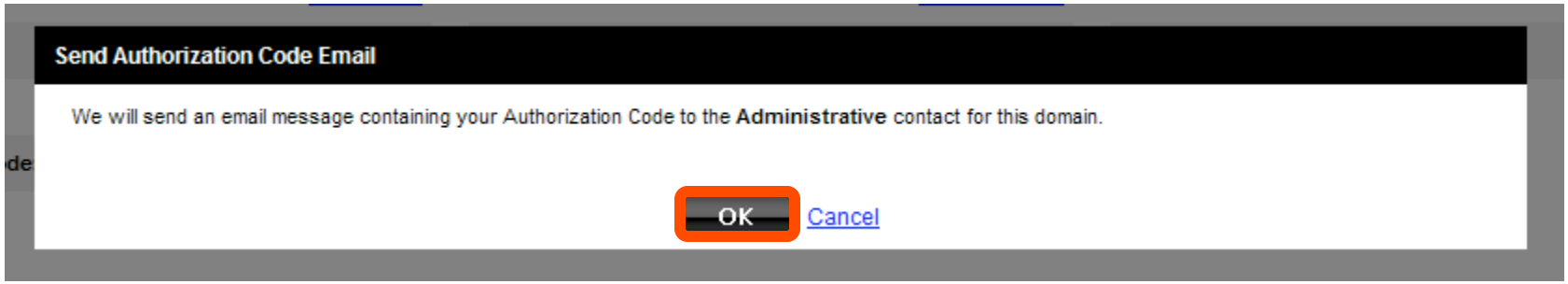
Step 18: A second confirmation screen will appear. Click **OK**.



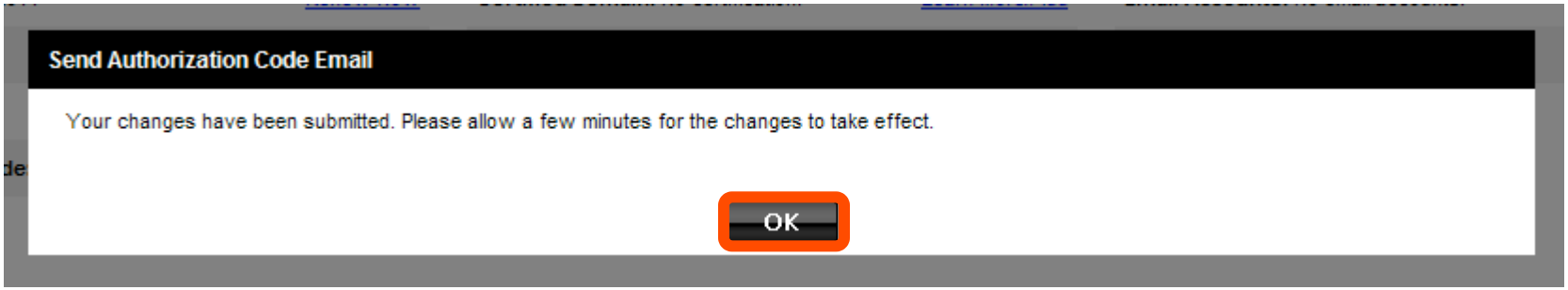
Step 19: An authorization code is required to approve the domain transfer. Click **Send by Email** next to **Authorization Code**.



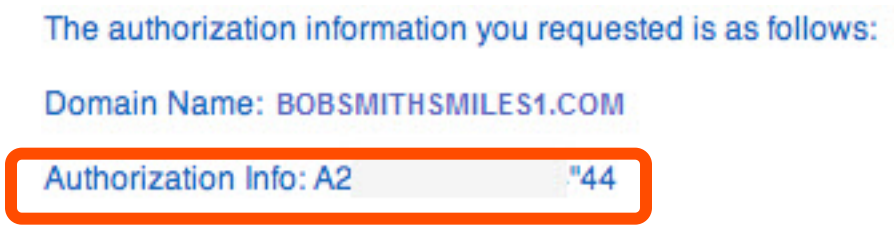
Step 20: Click **OK**.



Step 21: A second confirmation screen will appear. Click **OK** again.



Step 22: Check your email for the message with your authorization code



You are ready to transfer your domain.