

# *IDP*

*Safenames*

## *User Manual*

### *v3.0*

*Section 3:  
Search & Order*

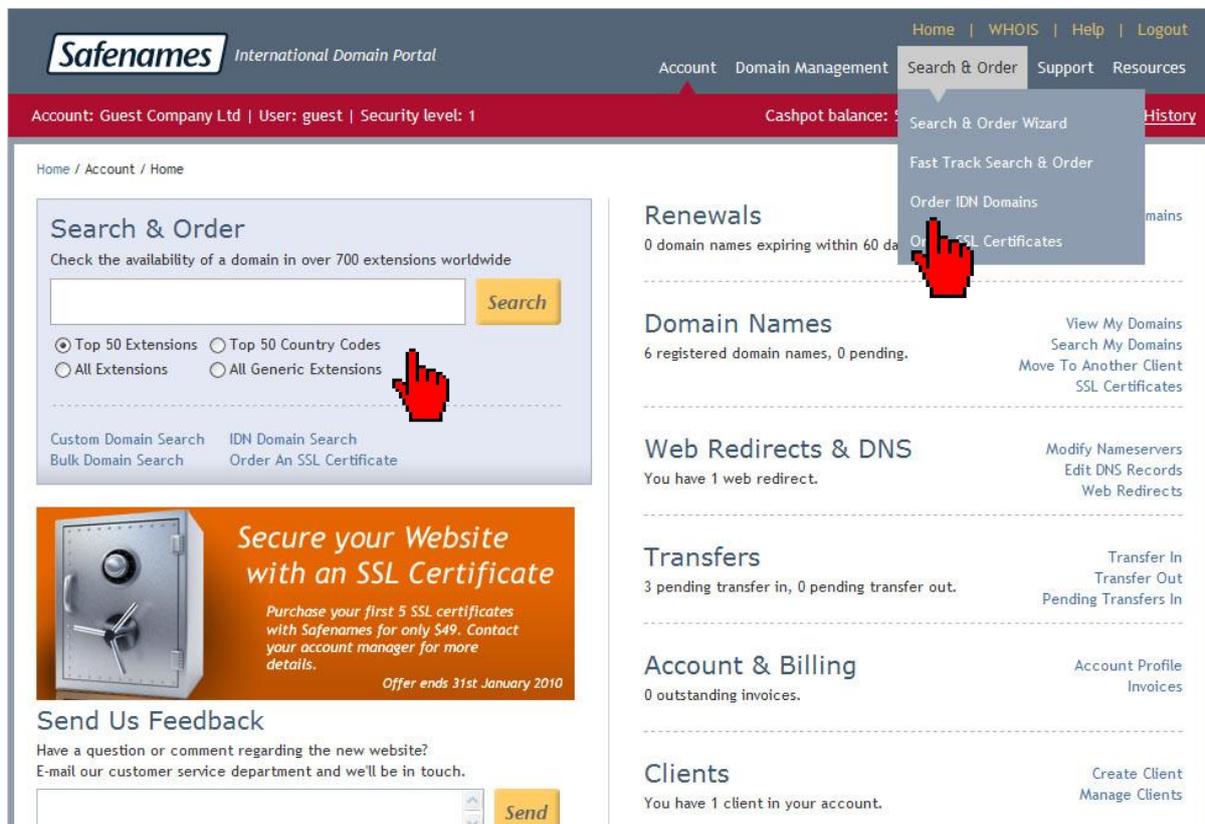
*[www.safenames.net](http://www.safenames.net)*

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## Search & Order

The Search & Order section of the IDP allows the user to easily check the availability of domain names and simplify the overall registration process. The menu is located at the top of the screen, as well as being located on the Safenames IDP homepage.

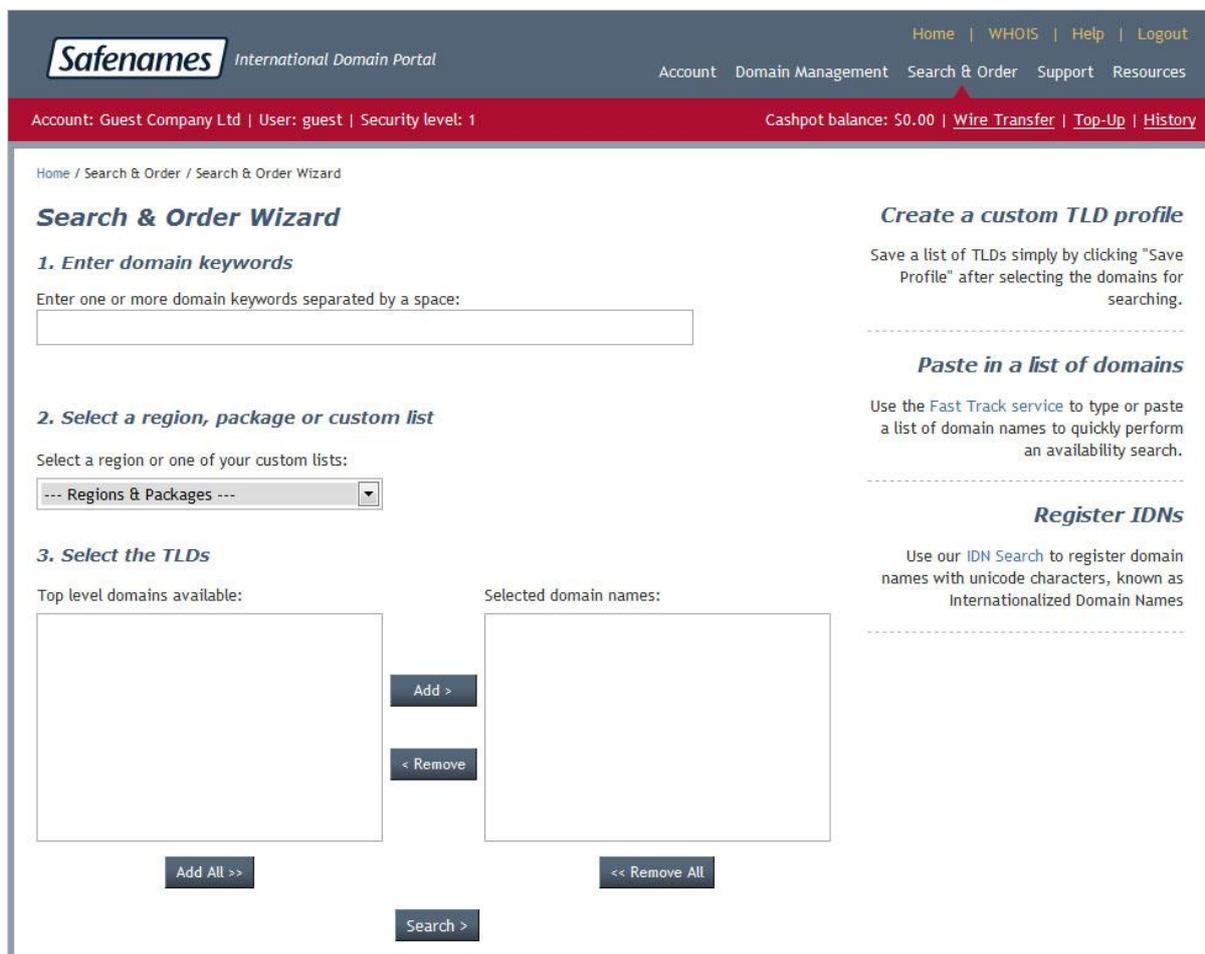


The Search & Order section is divided up into 3 parts:

- Search & Order Wizard
- Fast Track Search and Order
- Order IDN Domains
- Order SSL Certificates

## Search & Order Wizard

The Search & Order Wizard has been designed by Safenames to assist with the ordering of the very large number of domain extensions that Safenames can offer our customers. Safenames can currently offer over 700 domain extensions worldwide, and due to the amount of information that is returned when checking the availability of these, we created a system that allows our clients to sort and filter the exact results that are important to them.



Home / Search & Order / Search & Order Wizard

### Search & Order Wizard

**1. Enter domain keywords**

Enter one or more domain keywords separated by a space:

**2. Select a region, package or custom list**

Select a region or one of your custom lists:

--- Regions & Packages ---

**3. Select the TLDs**

Top level domains available:

Selected domain names:

Add >

< Remove

Add All >>

<< Remove All

Search >

**Create a custom TLD profile**

Save a list of TLDs simply by clicking "Save Profile" after selecting the domains for searching.

**Paste in a list of domains**

Use the Fast Track service to type or paste a list of domain names to quickly perform an availability search.

**Register IDNs**

Use our IDN Search to register domain names with unicode characters, known as Internationalized Domain Names

The Search & Order Wizard is used to search for a single or multiple domains in a variety of domain extensions. If all extensions are selected for a single domain, this will return a result of over 700 domain names.

- Simply enter one or more domains into the text box under step one, separated by a space
- Select the domain extensions you wish to search for under step two
- Add the domain names from the left box to the right by selecting the domains and clicking the 'Add' button in the centre
- If you wish to search for all domains in the left box, simply click 'Add All'

Home / Search & Order / Search & Order Wizard

## Search & Order Wizard

### 1. Enter domain keywords

Enter one or more domain keywords separated by a space:

### 2. Select a region, package or custom list

Select a region or one of your custom lists:

- Regions & Packages ---
- Regions & Packages ---
- Top 50 Extensions
- Top 50 CCTLDs
- Global
- Global (no restriction)
- Generic
- Europe
- Europe (no restriction)
- Americas
- Americas (no restriction)
- Africa & Middle East
- Africa & Middle East (no restriction)
- Asia & Pacific
- Asia & Pacific (no restriction)
- Saved Lists ---
- Mylist
- 00909
- Marks List

Selected domain names:

<< Remove All

Search >

### Create a custom TLD profile

Save a list of TLDs simply by clicking "Save Profile" after selecting the domains for searching.

### Paste in a list of domains

Use the Fast Track service to type or paste a list of domain names to quickly perform an availability search.

### Register IDNs

Use our IDN Search to register domain names with unicode characters, known as Internationalized Domain Names

Safenames has created a complete list of all available domain extensions for your convenience. Additionally, several lists for different key regions around the world have been made available such as Europe or Americas. Safenames has also provided a list of the 50 most common domain extensions and the 50 most common ccTLDs (Country Coded Top Level Domains). Selecting any of these pre-set lists will automatically populate the left box below with the domain extensions that correspond to your selection.

### 3. Select the TLDs

Top level domains available:

- Argentina (.com.ar)
- Australia (.com.au)
- Austria (.at)
- Belgium (.be)
- Brazil (.com.br)
- Canada (.ca)
- Chile (.cl)
- China (.cn)
- Czech Republic (.cz)
- Denmark (.dk)

Selected domain names:

- mynewdomainname.com.ar
- mynewdomainname.com.au
- mynewdomainname.at
- mynewdomainname.be
- mynewdomainname.com.br

Save Profile

Add >

< Remove

Add All >>

<< Remove All

Search >

The Search and Order page also offers an option to save the list of domain extensions you have selected as a custom profile for a certain brand or division that may be used for future available checks for domain you want to order for that brand or entity. This feature is designed to save you time in the future if you are continuously ordering the same domain extensions over and over. To create a custom profile list of domain extensions,

select the domain extension you want in your list, then click “Save Profile”. You will then be asked to enter the list name. The newly created list will be stored in the “Select a region, package or custom list” dropdown menu

Once you have selected the domain names you wish to order, click search and after a few seconds it will display the results.

## Fast Track Search & Order

The Fast Track Search & Order option allows a user to search for a list of different domain names with the same extension or a variety of extensions. The Fast Track search feature can be used to check the availability of a list of domains that you may have already created and want to simply cut and paste the list from an Excel file or Word document.

Or, you may simply enter the list of domain names in the box, one per line. Once all domain names have been entered, click ‘Submit’.

Home | WHOIS | Help | Logout  
Account Domain Management Search & Order Support Resources

Account: Guest Company Ltd | User: guest | Security level: 1 Cashpot balance: \$0.00 | [Wire Transfer](#) | [Top-Up](#) | [History](#)

Home / Search & Order / Fast Track Search & Order

### Fast Track Search & Order

Enter the domain names you want to register in the box below, one domain name per line.

[Submit](#)

#### Fast Track Ordering

1. Enter domain names in the textbox and click submit.
2. Multilingual .com or .net domain names, MUST be accompanied by a valid language tag (eg. domain.com:ENG)
3. An asterisk \* at the end of a domain names indicates that it is invalid, or the IDP does not support the extension you are requesting. Please contact us for further details.

The Fast Track Ordering page is an especially useful tool strictly used for bulk domain name registrations. Please use the text box opposite to type or paste all of your domain names (e.g. mydomain.com).

You can also include IDN domain registrations using this tool, provided it is accompanied by a valid language tag. For example: (mydomain.com:ENG) is a valid IDN domain.

## Order IDN Domains

IDN Domains (Internationalized Domain Name) are domains that use characters that are not contained within the standard Latin character set of ASCII characters supported by DNS, but can be translated by Web browsers into an identifier that can. Since the DNS system requires that the only characters used in domain names are A-Z, 0-9, and a hyphen (-), IDNs were developed to allow companies and individuals in countries that have languages that use characters other than those supported by DNS the ability to register native language domains. An example of an IDN is Fußball (Football in German), which contains the German character ß. As this character is invalid in the existing DNS system, we could not register the domain name ‘Fußball.de’. However, if we used an IDN translation for this domain name, the domain would look like xn--fuball-cta.de. Most Internet browsers recognize the IDN translation code, enabling a user entering the domain ‘www.Fußball.de’ to be automatically directed to the IDN domain ‘www.xn--fuball-cta.de’ and will be directed to the correct website.

Home / Search & Order / Order IDN Domains

## IDN Search & Order

www.  .de

Select language type:

### Selected domain names

fußball.de

### Ordering Internationalized Domain Names

Search and register domain names containing Unicode characters, known as Internationalized Domain Names or IDNs, on this page.

Internationalized domain names are domain names represented by native language characters. The native language domain name will be followed by .com or .net. This IDN search and order tool facilitates ACE encoding of Unicode characters. This function is necessary to convert domain names carrying special characters into the appropriate "xn--" code for entry into the registration templates for International Domain Name registrations. E.g.: 'bopålantgård1.nu' would convert to 'xn--boplantgrd1-z8af.nu'

[Use the IDN conversion tool.](#)

Having trouble entering Unicode characters? [View IDN characters.](#)

The Order IDN Domains screen allows users to automatically translate domains with non-Latin characters into IDN domains, check the availability of these, and order them if available. Simply enter the domain into the text box at the top, select the extension, and the language type if applicable. If the language type is supported by the DNS and an IDN translations is not required, the language type will not be selectable.

There is also an option to view specific IDN characters that are not on the standard western keyboard, located in the bottom-right of the screen.

## IDN: Available Characters

### Charset ISO-8859-1

ISO-8859-1 character set supports the use of Swedish, Danish, Norwegian, German, Spanish and other Western European language characters in addition to the standard alphanumeric characters (a-z, 0-9) and hyphens (-). These are:

à á â ã ä å æ ç è é ê ë ì í î ï ð ñ ò ó ô õ ö ø ù ú û ü ß ç ð ñ ý þ

(Clicking any character will insert it into the search form on the previous page).

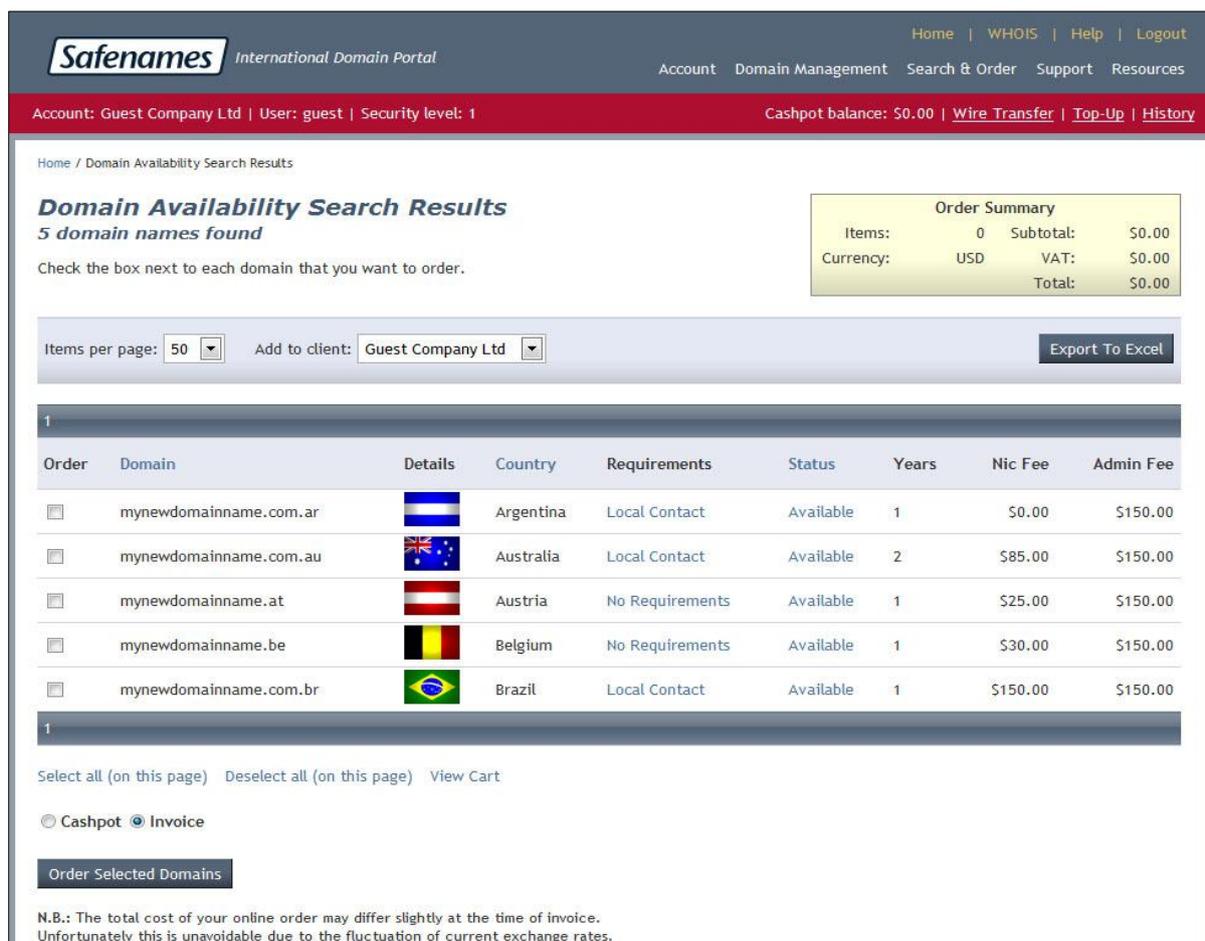
Minimum length: 3 characters (excluding the domain extension).

[Close Window](#)

Once all domain names are added, click 'Submit' to move to the Search & Order Results.

## Search & Order Results

The Search & Order results page will display the availability, registration requirements, and pricing for each domain name that was searched by a user. If a domain name is available for registration, there will be a check box next to the domain name, which you can select if you wish to order an available domain name. The IDP uses a DNS search to determine availability of a domain. If a domain name does not have a working DNS server at the time the search was conducted, the domain will show up as being available, even though it has already been registered. This happens on rare occasions, or when a registered domain name is about to expire. Should you order a domain name that is already registered, you will receive an email from Safenames registrations informing you of this.



Home / Domain Availability Search Results

**Domain Availability Search Results**  
5 domain names found

Check the box next to each domain that you want to order.

Order Summary

Items:	0	Subtotal:	\$0.00
Currency:	USD	VAT:	\$0.00
		Total:	\$0.00

Items per page: 50 Add to client: Guest Company Ltd [Export To Excel](#)

Order	Domain	Details	Country	Requirements	Status	Years	Nic Fee	Admin Fee
<input type="checkbox"/>	mynewdomainname.com.ar		Argentina	Local Contact	Available	1	\$0.00	\$150.00
<input type="checkbox"/>	mynewdomainname.com.au		Australia	Local Contact	Available	2	\$85.00	\$150.00
<input type="checkbox"/>	mynewdomainname.at		Austria	No Requirements	Available	1	\$25.00	\$150.00
<input type="checkbox"/>	mynewdomainname.be		Belgium	No Requirements	Available	1	\$30.00	\$150.00
<input type="checkbox"/>	mynewdomainname.com.br		Brazil	Local Contact	Available	1	\$150.00	\$150.00

Select all (on this page) Deselect all (on this page) View Cart

Cashpot  Invoice

[Order Selected Domains](#)

N.B.: The total cost of your online order may differ slightly at the time of invoice. Unfortunately this is unavoidable due to the fluctuation of current exchange rates.

Should a domain name be identified as being already registered, the order tick box will be replaced with a 'WHOIS' link. This link will open a new window displaying the WHOIS information for the domain. This will contain the information of the current registrant, admin contact, registration date, expiration date and DNS servers.

Also listed on this page are the requirements for each domain name. As each TLD is operated by a separate registry, each domain extension has its own rules regarding who is eligible to register a domain name and what requirements must be met to complete a registration. To simplify the unique requirements that may be imposed by each registry, Safenames has created a three tiered identifier for all domain extensions. The requirements tiers are 'No Requirements', 'Local Contact', and 'Company Formation'.

No Requirements	Means that any company or individual in the world can register a domain under this extension. While there may be certain limitations on what domain names can be register, there are no local presence details or trademarks required.
Local Contact	Local Contact or "LC" means that ann entity may register a domain name under this extension, but only if they can provide the details of an office address or person and address within the appropriate country.
Company Formation	Company Formation or "CF" is a more strict set of requirements needed to register a domain name. The domain may need to match the exact company name or trademark, and it is likely that these will need to be registered in the country where the domain is to be registered.

If you are unsure as to whether you meet the requirements to register a particular domain name, clicking on the flag next to the domain name will open up a new window displaying more detailed information.

If you don't meet the local contact requirements to register the domain name, Safenames can register the domain name on your behalf for an additional fee.

Once you have decided on the domain names you want to order, and have selected them on the left hand side, click on 'Order Selected Domains' to continue to the next page.

## Ordering Domain Names

The domain name ordering screen will allow you to choose the options that will affect the registrant details used to register the domain names. It is vitally important that these details are correct before ordering, as changing these details at a later date may incur a cost.

The first thing to do is to select which Account profile will be used to register the domain names. The registrant details will be used as the owner of the domain name, and each domain will use the DNS servers specified in the account. Select the Account from the drop down box in the light blue bar above the domain name results. Please see the Account Management section of this manual for more information on Sub-accounts.

Additionally, on the light blue bar is an option to choose how many items you wish to view per page, an option to create a new account profile, and an option to export the results to MS Excel.

Domain names that have been identified as requiring a 'Local Contact' or 'Company Formation' will show up in the results with a bright blue box around them. This is to inform you that you need to select additional options before proceeding. If you already have an Account Profile that is setup with details that are valid for a specific domain name, there will be an additional drop down box next to that domain name, allowing you to select that account as the contact to be used for that domain registration. If you do not have an Account profile set up, you will have two options.

1. Create an Account profile that meets the requirements for registering that domain. Please remember that you can check the requirements by clicking on the flag next to the domain name.
2. If you don't meet the requirements to register the domain name, Safenames can, in most cases, provide the necessary requirements for you. Please note that there will be an extra fee for this service, which will be displayed on the right of the screen. To use Safenames as the contact details, select Safenames under the requirements column.

The only other option is to remove the domain name from the order screen by un-checking the box on the left of the screen. You can then proceed to order the other domain names if you wish.

International Domain Portal

[Home](#) | [WHOIS](#) | [Help](#) | [Logout](#)

Account Domain Management Search & Order Support Resources

Account: Guest Company Ltd | User: guest | Security level: 1
Cashpot balance: \$0.00 | [Wire Transfer](#) | [Top-Up](#) | [History](#)

Home / Domain Availability Search Results

## Domain Availability Search Results

5 domain names are selected for ordering

**Order Summary**

Items:	5	Subtotal:	\$1040.00
Currency:	USD	VAT:	\$182.00
		Total:	\$1222.00

Purchase Number:

Items per page: 
Add to client: 
[Create New Profile](#)
[Export To Excel](#)

Order	Domain	Details	Country	Requirements	Profiles	Status	Years	Nic Fee	Admin Fee
1									
<input checked="" type="checkbox"/>	mynewdomainname.com.ar		Argentina	Local Contact <input checked="" type="radio"/> Customer <input type="radio"/> Safenames	Create LC	Available	1	\$0.00	\$150.00
<input checked="" type="checkbox"/>	mynewdomainname.com.au		Australia	Local Contact <input checked="" type="radio"/> Customer <input type="radio"/> Safenames	Create LC	Available	2	\$85.00	\$150.00
<input checked="" type="checkbox"/>	mynewdomainname.at		Austria			Available	1	\$25.00	\$150.00
<input checked="" type="checkbox"/>	mynewdomainname.be		Belgium			Available	1	\$30.00	\$150.00
<input checked="" type="checkbox"/>	mynewdomainname.com.br		Brazil	Local Contact <input checked="" type="radio"/> Customer <input type="radio"/> Safenames	Create LC	Available	1	\$150.00	\$150.00
1									

Select all (on this page) Deselect all (on this page) [View Search Results](#)

Cashpot  Invoice

I confirm that I understand and accept the [terms and conditions](#)

[Complete Order](#)

N.B.: The total cost of your online order may differ slightly at the time of invoice. Unfortunately this is unavoidable due to the fluctuation of current exchange rates.

Once you are ready to continue with your order, select your preferred payment method at the bottom of the search

You will also need to accept Safenames Terms and Conditions before your order can be submitted. If you do, tick the check box and click complete order. Depending on your payment method, you will be directed to either a completed order screen or a payment screen.

## Order SSL Certificates

### Select a certificate

To view the SSL certificates for a particular brand, click the logo on the left column. When the page is first loaded, the selected brand is VeriSign.

To select an SSL certificate to order, click the product box, or the “Order Certificate” button.

Home | WHOIS | Help | Logout  
Account Domain Management Search & Order Support Resources  
Account: Guest Company Ltd | User: guest | Security level: 1 Cashpot balance: \$0.00 | Wire Transfer | Top-Up | History

Home > Search & Order > Order SSL Certificates

### Order SSL Certificates

**VeriSign**

**RapidSSL®**

**GeoTrust**

**COMODO**

**thawte**

**GlobalSign™**  
GMO Internet Group

Product Name	Features	Price
VeriSign - Secure Site	<ul style="list-style-type: none"><li>Protect the transfer of sensitive data on Web sites, intranets, and extranets.</li><li>VeriSign Secured Seal; Full business authentication; 40-bit to 256-bit encryption; \$100,000 warranty</li></ul>	\$399.00
VeriSign - Secure Site Pro	<ul style="list-style-type: none"><li>True 128-bit SSL Certificates enable every site visitor to experience the strongest SSL encryption available to them.</li><li>VeriSign Secured Seal; Full business authentication; 128-bit to 256-bit encryption; \$250,000 warranty</li></ul>	\$995.00
VeriSign - Secure Site with EV	<ul style="list-style-type: none"><li>Extended Validation triggers the display of the green address bar in high-security browsers.</li><li>VeriSign Secured Seal; 40-bit to 256-bit encryption; \$100,000 warranty</li></ul>	\$995.00
VeriSign - Secure Site Pro with EV	<ul style="list-style-type: none"><li>Extended Validation triggers the display of the green address bar in the latest high-security browsers.</li><li>True 128-bit SSL Certificates; VeriSign Secured Seal; 128-bit to 256-bit encryption; \$250,000 warranty</li></ul>	\$1499.00

## Enter CSR Key (Certificate Signing Request)

Enter your generated CSR key into the box. The information entered into the web server when the CSR is generated must match the requirements for the SSL certificate. In particular, whether certificate is a wildcard, and the bit length. If the CSR data does not meet the requirements for the selected certificate, an error is displayed. Once the correct CSR is entered, click Next.

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Home > Search & Order > Order SSL Certificates

### Order SSL Certificates

#### Your SSL Certificate

**VeriSign - Secure Site**

- Protect the transfer of sensitive data on Web sites, intranets, and extranets.
- VeriSign Secured Seal; Full business authentication; 40-bit to 256-bit encryption; \$100,000 warranty

\$399.00

#### Generating Your CSR

You must generate your CSR using a non-wildcard domain. E.g.

www.yourdomain.com

The Public Key length must be 1024-bit.

[Learn more about generating a CSR.](#)

#### Enter Certificate Signing Request (CSR)

```
-----BEGIN CERTIFICATE REQUEST-----  
MIIBzTCCAQAwgYwxCzAJBgNVBAYTAmdIMQ8wDQYDVQQIEwZMb25kb24xDzAN  
BgNVBACTBkxvbmRvbjEZMBCGA1UEChMQ3BhY2VudXJmZXIgdXRkLjEZMBCGA1UE  
AxMQd3d3LnNwYWNlcmVnLmNvbTEwMCMGCSqGSIb3DQEJARYWd2VibWZzdGVyQHNw  
YWNlcmVnLmNvbTCBnzANBjGkqhkiG9w0BAQEFAAOBjQAwYkCgYEAywfuxnd348ot  
iAcZ4RHfc509ImCTagKaNkiQ4xyjibPYP7H0UQ5ixqvojSicbU0VhExqwgqjCPm  
7ZpON3IXktlcAwPFvoqKkHuqTa8KMnZTSY8P7QJLYHFd2Sd1lTarCrWv8HWb+qM  
RHVTLviBaLAHQxnz28qKkYN09K0fw5cAwEAAaAAMA0GCSqGSIb3DQEBAUAA4GB  
AFMgp2KkHQXMC1JbZf3Akiz7mrl4X21cRusTfd8ec3RuMZexGy76jMGFyPWVM69R  
Fvpfiic8h28HrHube7pEPFpdUSj2cR4OZCAg5uqzN/ESwc4CTLzej7pWoDppc/kv  
hiJ/eGOxINKd39kCuzI56zrvb2ihJth7jcmokezmrwJQ  
-----END CERTIFICATE REQUEST-----
```

Previous Next

## Additional settings and contact details

Under Additional Settings, select the registration period (in years), the number of servers on which the SSL certificate will run, and whether this is a renewal on an existing certificate. Under Contact Details, enter the contact information associated with the certificate. Once complete, click Submit Order. A confirmation message is displayed, and a confirmation email sent to the client.

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[Account](#) [Domain Management](#) [Search & Order](#) [Support](#) [Resources](#)

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### Order SSL Certificates

#### Your SSL Certificate

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- VeriSign Secured Seal; Full business authentication; 40-bit to 256-bit encryption; \$100,000 warranty

**\$399.00**

#### Your CSR Details

Domain Name:	www.spacereg.com
Wildcard:	No
Organization:	SpaceSurfer Ltd.
Organizational Unit:	
Location:	London
Country:	gb
Email Address:	webmaster@spacereg.com
PK Bit Length:	1024
PK Size:	128
PK Type:	RSA

#### Additional Settings

Registration Period:

Server Licenses:

Renewal:  Are you renewing an existing certificate?

#### Contact Details

Client Account:

First Name:

Last Name:

Email Address:

Tel No.: