



## Compliance Statement—Add Grace Period Limits Policy

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CURRENT

**SHA-POL-014**

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## Classification

Public



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## Definitions

In this document:

**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 registration services in relation to 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 **the TLD** shall be شبكة.

**We, us** and **our** means International Domain Registry Pty Ltd trading as dotShabaka Registry or our designated representatives.

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

## About this document

This document describes our compliance with the Add Grace Period Limits Policy and defines the process by which a Registrar may seek an exemption.



## Purpose

The purpose of this document is to provide a public statement by us regarding our intention to comply with the ICANN Add Grace Period Limits Policy and to define the process by which a Registrar may seek an exemption.

## What is the Add Grace Period?

The Add Grace Period is the period following the initial registration of a domain name, and is intended to allow for the ‘no-cost’ cancellation of domain name registrations resulting from errors by Registrars and registrants. Details about our domain name lifecycle can be found in the policy section of our website located at the following link [www.dotshabaka.com](http://www.dotshabaka.com).

In providing an Add Grace Period, ICANN requires that both we (in the management of the TLD) and Registrars comply with the Add Grace Period Limits Policy.

Details about the Add Grace Period Limits Policy can be found on the ICANN website at the following link <http://www.icann.org/en/general/consensus-policies.htm>.

## Why there are Add Grace Period limits?

Add Grace Period limits were introduced to provide an upper limit on the number of refunds a Registrar can request for domain names created in error. This limit was needed to protect against potential abuse of this functionality.

Where the limit is exceeded, any additional cancellations may not be eligible for a refund.

The limit in the Add Grace Period Limits Policy is applied on a monthly basis.

## Exemptions to the Add Grace Period Limits Policy

In the application of the Add Grace Period Limits Policy we may grant a Registrar an increase to the threshold imposed for a particular month. An increase may be granted where a Registrar has applied to us to request such, and may or may not be granted at our sole and reasonable discretion.

The request for increase must (amongst other things) describe why the surrounding circumstances were not known, or could not have been reasonably known by the Registrar, at the time the domain names were deleted; and how these extraordinary circumstances were outside of the Registrar’s control.

## Exemption requests

At the conclusion of any month, a Registrar has until the end of the following month to supply a request for exemption. A request must include the following information:

- Registrar name
- Registrar IANA ID
- Date of request
- Date the domain names were deleted



- Number of domain names deleted
- List of domain names affected
- Extraordinary circumstance/reason for request
- A statement that the information in the exemption request is true to the Registrar's best knowledge

The exemption request must also be accompanied by the relevant fee, if any. Information relating to the particular extraordinary circumstance must be described and provided with supporting documentation. We may from time to time require additional information to process a request for exemption.

## Record keeping and reporting

We will maintain information regarding an exemption request for a minimum of one year, or longer where required to do so. Where requested we may provide such information to ICANN.

We will also provide in our reporting to ICANN for each Registrar:

- Number of exemption requests
- Number of exemptions granted
- Number of domain names affected by a granted exemption request

## 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 compliance statement from time to time at our absolute discretion.



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**Definitions**

We, us and our means International Domain Registry Pty Ltd trading as dotShabaka Registry, related entities and respective officers, employees, contractors or sub-contractors.

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