



## Domain Instructions

Your domain name is your website address, for example: [www.visionitnow.com](http://www.visionitnow.com)!

If you do not have your username and password, you will need to contact the company your domain name is registered with to gain access to your domain name.

The two largest registrars are  
Godaddy ([www.godaddy.com](http://www.godaddy.com))  
Network Solutions ([www.networksolutions.com](http://www.networksolutions.com))

You may also have your domain name registered through a smaller company, such as Register.com ([www.register.com](http://www.register.com)) or Yahoo domains (<http://domains.yahoo.com>).

If you don't know what company your domain name is registered with, you will need to find out.

The best way to find out what company your domain name is registered with is to do a Whois check on your domain name. Go to <http://who.godaddy.com/>. You will see this screen:

Using our WHOIS database search, you can find information about an existing domain name. In some cases, a WHOIS search will provide you with the contact information of the person or organization that registered the domain name you are interested in.

Enter a Domain Name to Check

www.  .com

The data contained in GoDaddy.com, Inc.'s WHOIS database, while believed by the company to be reliable, is provided "as is" with no guarantee or warranties regarding its accuracy. This information is provided for the sole purpose of assisting you in obtaining information about domain name registration records. Any use of this data for any other purpose is expressly forbidden without the prior written permission of GoDaddy.com, Inc. By submitting an inquiry, you agree to these terms of usage and limitations of warranty. In particular, you agree not to use this data to allow, enable, or otherwise make possible, dissemination or collection of this data, in part or in its entirety, for any purpose, such as the transmission of unsolicited advertising and solicitations of any kind, including spam. You further agree not to use this data to enable high volume, automated or robotic electronic processes designed to collect or compile this data for any purpose, including mining this data for your own personal or commercial purposes.

Please note: the registrant of the domain name is specified in the "registrant" field. In most cases, GoDaddy.com, Inc. is not the registrant of domain names listed in this database.

24/7 Sales and Support: (480) 505-8877 Billing Questions? Call (480)505-8855 Free Email Updates! Enter address

Enter your domain name in the box, and click Go.

**Godaddy** will provide you with a list of information about your domain name, including the Registrant, the company your domain name is registered through, the administrative contact, and the technical contact for your account.

It will also tell you when your domain name expires.

## Example of **Domain Name Information**:

### **Registrant:**

Vision It Now, Inc

119 S. Buffalo St.  
Warsaw, Indiana 46580  
United States

**Registered through: GoDaddy.com, Inc. (<http://www.godaddy.com>)**

Domain Name: VISIONITNOW.COM

Created on: 07-Jan-02

**Expires on: 07-Jan-16**

Last Updated on: 16-Mar-08

The text highlighted in red shows important information that you will need to know about your domain name. You need to know what registrar your domain name is registered with. Our domain name is registered through Godaddy. You also need to know the name of the official registrant. This way, if the registrant is NOT you, you will know who you might need to contact for help accessing your domain name! It is also good to know when your domain name is going to expire.

The next thing you need to do is go to the website of the company your domain name is registered through. Each company has different procedures to retrieve your username and password if you do not know what they are. There are almost always password reset options that you can select from the web. These will e-mail you the username and password for your domain!

For instance, if your domain name is registered through Network Solutions, you can go to <https://www.networksolutions.com/manage-it/forget-login.jsp>, and reset your password or have your User ID e-mailed to you. After you enter your domain name, it will let you know what e-mail address is on record for that domain name:

**Confirm Or Update Your E-mail Address**

Send my User ID to [sales@visionitnow.com](mailto:sales@visionitnow.com).

[sales@visionitnow.com](mailto:sales@visionitnow.com) is not correct. I would like to update my e-mail address via FAX process.

If you prefer, you may call VIP customer service to retrieve your User ID at 1-866-234-4131 (US); 1-570-708-8600 (International).

[Continue »](#)

If you do not have access to this e-mail address, you will need to call the company to gain access to your domain name!

**Here is a list of a few common customer service numbers:**

Godaddy: (480) 505-8877

Network Solutions: 1-800-333-7680

Register.com: 1-866-714-5960

If you need help finding a contact phone number, contact us for assistance at 574-268-9800.

If you are not listed as the domain name registrant, you may need to prove that you are a representative of your company to access your domain name. The customer service staff at your registrar will tell you what you need to provide to them before they will give you the username and password for your domain! There are many safety precautions to prevent other people from attempting to take your domain name from you.

Once you have obtained the username and password for your domain, all you need to do is provide it to us, along with the name of the registrar that your domain name was registered through. We can take care of the rest!

**Thank you for hosting with Vision It Now, where experience matters!**