

## **Annex 4 – Reserved Names Activation Procedure; Blocked Names**

*This policy is to be read together with the General Terms & Conditions and words and phrases used in this policy have the same meaning attributed to them in the General Terms & Conditions unless otherwise specified or the context clearly otherwise requires.*

### **A. Reserved Names**

Eligible institutions and bodies wishing to register .amsterdam Domain Names placed on the Reserved Names list, or being delegated such Domain Name for their exclusive use, will be invited by the Registry to activate their Domain Names in accordance with the following procedure:

1. The Applicant will receive an individual token for application for the Reserved Name from the office, agency or officer designated by the Registry for the release of Reserved Names. For any queries, do not hesitate to contact the Registry (E-Mail: info@nic.amsterdam);
2. The Applicant shall contact an accredited .amsterdam Accredited Registrar and provide the appropriate token and a full set of contact data for the Applicant to be used in view of registering such Domain Name;
3. The Accredited Registrar appointed by the Applicant submits a request to release the reserved name to the Registry at reserved@nic.amsterdam, and shall provide the token to the latter;
4. The Registry shall inform the respective office, agency or officer designated by the state government for the release of Reserved Names about the application requests referred to under §1 above;
5. Unless the request is denied by the state government within 14 days after the information is provided by the Registry, the Registry shall coordinate the release of the Reserved Name to the applicant with the registrar referred to under §2.

Depending on the actual classification of the Domain Name in the Reserved Names list contained in Annex 1 to the Terms & Conditions, the Domain Name will be:

- Type A (“Community Reserved Names”): initially registered in the name of the City of Amsterdam, and subsequently transferred to the Applicant in accordance with the process referred to above;
- Type B (“Commercial Names”): initially registered in the name of (dotAmsterdam BV), and delegated to the Applicant following award of the Domain Name in accordance with the process published on the Registry Website. Please note that the Domain Name will only be transferred to the Applicant following a decision of the Registry, which decision may be subject to conditions and/or additional fees to be paid to the Registry;
- Type C (“Premium Names”): initially registered in the name of (dotAmsterdam BV), and subsequently transferred to the Applicant in accordance with the process referred to above;

### **B. Blocked Names**

If the Registry has determined that a Domain Name violates the Terms & Conditions, and in particular the Acceptable Use Policy, or if a Registrant has engaged in a pattern of conduct of violating the Terms & Conditions, including in particular the Acceptable Use Policy, such Domain Name(s) may be added to the list of Blocked Names, which entails that they will become unavailable for registration.

The Registry may, however, determine that these Domain Names may be released again for registration by awarding them to a particular Applicant or through a process that will be published on the Registry Website.