

[Letterhead of ccTLD]

[date]

**Internet Corporation for Assigned Names and Numbers
(ICANN)
Suite 330, 4676 Admiralty Way
Marina Del Rey, California 90292 USA**

Dear Dr Twomey,

This letter sets out our understanding of what we have agreed to do in order to demonstrate our commitment to securing and enhancing the stability and interoperability of the Internet's Domain Name System (DNS) for our mutual benefit and for the benefit of the local and global internet community.

To this end we make the following commitments to you.

We shall use our best endeavours to:

- a) generate regular updates of the [.] zone data in compliance with relevant standards as set out in paragraph c) and subject to and within the limits of relevant national law and national public policy.
- b) operate and maintain, the authoritative name servers for [.] in a stable and secure manner, adequate to resolve names within the [.] domain by users throughout the Internet and in compliance with relevant standards as set out in paragraph c) and subject to and within the limits of relevant national law and national public policy.
- c) Applicable relevant standards are standards-track or best current practice RFCs sponsored by the Internet Engineering Task Force.
- d) notify ICANN, through ICANN's designated point of contact of:
 1. any change of the contact information of its administrative or technical contact(s), and
 2. any change to the administrative and /or technical contact details about [.] in the Authoritative-Root Database no later than seven days after the change becomes effective. The administrative contact for [.] must be directly associated with [ccTLD] and must reside in the territory of [country] during the entire period he or she is designated as such.

We shall contribute to your cost of operations in the amount of [] per annum. We acknowledge that the ccTLD community and you are working together to obtain a formula to determine permanent and satisfactory contribution to you. If there is no agreement on a permanent solution for ccTLD contributions to you we agree to review in good faith on the first anniversary of the date of this letter, our contribution to you set out above with a view to agreeing continued contributions by us on an annual basis to your cost of

operations. We understand that this review will take into account all relevant circumstances.

We agree that we may terminate our commitment to you by giving you notice in writing and if we do, we agree that our obligations to you under this letter shall cease. However we acknowledge that we are to continue to perform our duties to the extent it is within our powers and can be reasonably expected under the circumstances in order to maintain the stability and interoperability of the DNS.

We agree that no breach of a commitment contained in this letter or performance or non-performance under this letter shall give rise to any monetary liability by either one of us to the other.

We look forward to a long and mutually beneficial relationship with you.

Yours sincerely

[Chief Executive Officer]
[Name of organization]

[On letterhead of ICANN]

[date]

**[name of ccTLD/]
[address of ccTLD]**

Dear [],

This letter sets out our understanding of what we have agreed to do in order to demonstrate our commitment to securing and enhancing the stability and interoperability of the Internet's Domain Name System (DNS) for our mutual benefit and for the benefit of the local and global internet community.

To this end we make the following commitments to you.

We shall use our best endeavours to:

- e) maintain a stable, secure, and authoritative publicly available database of relevant information about [], the Delegated country code Top Level Domain, in accordance with ICANN publicly available policies and procedures. The Authoritative Root Database shall contain information for the public authoritative name servers for [], contact information for [], the designated administrative contact(s), and the designated technical contact(s) as notified to ICANN;
- f) implement on notification by the [ccTLD] a change to the domain name or IP address(es) of the name servers for [] as recorded in the Authoritative-Root Data for [] in the Authoritative-Root Database according to ICANN's publicly available policies and procedures. The initial format and technical requirements for such a change are set out in our publicly available policies and procedures;
- g) publish data maintained in the Authoritative Root Database about [] which shall include at least the names of [ccTLD] as the Sponsoring Organization, the administrative contact(s), the technical contact(s), and the domain names and IP addresses of the authoritative name servers for the domain;
- h) coordinate the Authoritative Root Server System so that it is operated and maintained in a stable and secure manner; and cause the Authoritative Root Server System to publish DNS resource records delegating the Top Level Domain [] to the name servers recorded in the Authoritative Root Database and to inform the named administrative contact(s) and technical contact(s) of the published changes to the name servers for [].
- i) maintain authoritative records and an audit trail regarding changes to [] delegations and records related to those delegations and shall inform [ccTLD] of the status of a requested change related to [] in accordance with the policies, procedures and format as made publicly available by us; and
- j) notify [ccTLD] of any changes to our contact information no later than seven days after the change becomes effective.

We agree that we may terminate our commitment to you by giving you notice in writing and if we do, we agree that our obligations to you under this letter shall cease. However we acknowledge that we are to continue to perform our duties to the extent it is within our powers and can be reasonably expected under the circumstances in order to maintain the stability and interoperability of the DNS.

We agree that no breach of a commitment contained in this letter or performance or non-performance under this letter shall give rise to any monetary liability by either one of us to the other.

We look forward to a long and mutually beneficial relationship with you.

Yours sincerely

Dr Paul Twomey
President and Chief Executive Officer
Internet Corporation for Assigned Names and Numbers

