

How to hand over a .es domain?

In this guide we describe how to handover a .es domain name with nic.es, the registry for .es domains.

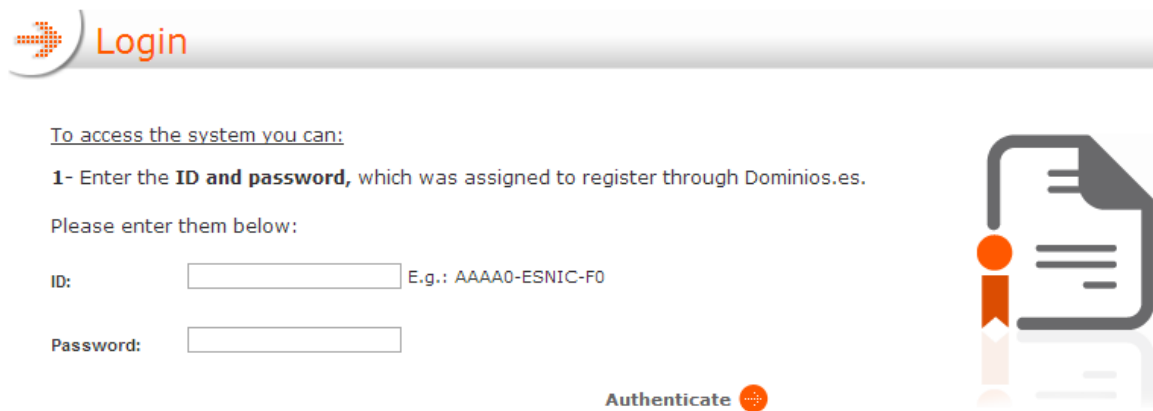
If you have any questions about this, don't hesitate to contact our chat support on www.one.com/chat. We are happy to help you.

Step 1 – Logging in to nic.es

- Please click the link below link to start the owner change of your .es domain:
https://www.nic.es/sgnd/login.action?request_locale=en
- Log in with the handle and password you received from the registry when your domain was registered.

Note: If you don't remember the handle, you can look it up in the Whols of the domain at:
<https://www.nic.es/>

Note: If you don't remember your password, you can choose a new one here:
<https://www.nic.es/sgnd/contacto/passRecoverInicializar.action>



The login form features a header with a stylized orange arrow icon and the word "Login" in orange. Below this, a link states "To access the system you can:". A numbered instruction "1- Enter the ID and password, which was assigned to register through Dominios.es." is followed by the prompt "Please enter them below:". There are two input fields: "ID:" with a text box and the example "E.g.: AAAA0-ESNIC-F0", and "Password:" with a text box. An "Authenticate" button with an orange circular icon is positioned below the fields. On the right side of the form, there is a graphic of a document with a red bookmark and a red circle.

Login


To access the system you can:

1- Enter the **ID and password**, which was assigned to register through Dominios.es.

Please enter them below:

ID: E.g.: AAAA0-ESNIC-F0

Password:

Authenticate 

Step 2 – Starting the owner change process

- Tick **Domain Transfer Request**

Domain Register

My Domains

My Requisitions


Requisition
Cancellation of
domain

Domain Transfer
Request

Requisition Special
Transfer of domain

Contact with
Dominios.es

Domains History

 **Transmission procedure**

Communication of the previous registrant

Domain

☒ Enter domains

Domain name

+ -

☐ Upload domains name file

* The maximum number of domains that can be transmitted in a transmission request is 200 domains.

Data Contacts

Step 3 – Current & New owner information

- Fill in the form with the information from the current and new owner.
- If the new owner doesn't have a handle yet, it can be created here:
<https://www.nic.es/sgnd/contacto/publicAltaContactoInicializar.action>

Note: New owner and new PCA (Admin-c) can be the same person. If the new owner is going to be a company, the registrant must be the company and the new ACP (Admin-c) must be a natural person.

Communication of the previous registrant

Domain

☒ Enter domains

Domain name

☐ Upload domains name file

* The maximum number of domains that can be transmitted in a transmission request is 200 domains.

Data Contacts

Petitioner

Name

VAT

Contact email

Current registrant

Name

New contacts to be associated to the domain

New registrant

Identifier

Name


New ACP

Identifier

Name



Introduce the characters shown in the image on the left:

Continue 

- Enter the Captcha code and click **Continue**

Step 4 – Confirmation from current owner

- Click **Processing without eID/Certificate**
- Upload a copy of the current owner's picture ID. The file should be less than 2MB in size and 600px in width.

Note: The ID of the current owner must contain the ID number used when the domain was first registered.

Transmission procedure

[[[[[[[[[[PLANTILLA EN INGLÉS]]]]]]]]]

FORMULARIO DE COMUNICACIÓN DE TRANSMISIÓN DEL DERECHO DE USO DE UN NOMBRE DE DOMINIO BAJO ".ES".

_____, con N.I.F./N.I.E./Otros nº _____ en nombre propio , titular del nombre/los nombres de dominio testing-one.es.

Processing with eID/Certificate 

Processing without eID/Certificate
(Attach photocopy of
the ID card)

- Once uploaded successfully, you will get a confirmation.
- Both owners will receive emails explaining that the handover process is started.

 Request details

Action correctly performed. The request is pending that the new ACP accepts the transfer

Information about the Requisition TN-7623604-F5

Requisition History

Date	State	Comments
testing-one.es 29/07/2014 15:18:03	Transmission requested	+ -

[Attached](#) [Back](#) [Cancel Request](#) 

Request	Holder	PCA	PCT	PCF	DNS	Attachment	Domains Transmission
Request Date :	29/07/2014 15:18:03						
Domain name :	testing-one.es						
Request Type :	Domain transmission						
Request state :	Transmission request received						

Step 5 – Confirmation from new owner + Choosing your registrar

- The new owner must now **accept** the owner change.
- Click the “**accept**” link that can be found in the email sent to the new owner.
- Tick **Yes**

Dear Sir / Madam,

On 29/07/2014 has begun the transmission procedure of the domain name “ ” on your behalf.

For the purposes of completing the transmission process or cancelling it finally, you must [accept](#) or [cancel](#) the “Domain Transmission” request (click on the relevant action).

To this end you have until August 8 of 2014, and if we have not received a response from the interested party by this deadline, the request will be cancelled.

Yours faithfully,

[DOMINIOS.ES](#)
Public Corporate Entity Red.es

Accept domain transmission

Do you want to accept the transmission process for the domain

☒ Yes ☐ No

Continue 

- Fill in the form with the information of the new owner.
- **IMPORTANT:** Choose ASCIO TECHNOLOGIES under **Accredited Registrar**.
- IMaster IPv4 should be left empty.
- Click next

Transmission procedure

New registrants conditions acceptance

Domain

Domain name:
testing-one.es

Expiration Date:
28/04/2015

Petitioner

Name


Contact email address

Previous registrant


Name

New contacts to be associated to the domain




Registrant identifier

 E.g.: AAAA0-ESNIC-F0




ACP

 E.g. AAAA0-ESNIC-F0

TCP

   E.g. AAAA0-ESNIC-F0

FCP

   E.g. AAAA0-ESNIC-F0

Accredited Registrar

☐ Final User

☒ Accredited Registrar

ASCIO TECHNOLOGIES INC

☒ Keep Name Servers

DNS Data

DNS Name (1):

IP (1):

DNS Name (2):

IP (2):

DNS Name (3):

IP (3):

DNS Name (4):

IP (4):

DNS Name (5):

IP (5):

DNS Name (6):

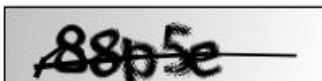
IP (6):

DNS Name (7):

IP (7):

☐ Use Dominios.es secondary server

Master IPv4:



Enter the characters in the image on the left

Next 

- Click **Processing without eID/Certificate**
- Upload a copy of the new owner's picture ID. The file should be less than 2MB in size and 600px in width.

Transmission procedure

[[[[[[[[[PLANTILLA EN INGLÉS]]]]]]]]]

FORMULARIO DE DECLARACIÓN DE CUMPLIMIENTO DEL PLAN NACIONAL DE NOMBRES DE DOMINIO APROBADO POR LA ORDEN ITIC/1542/2005, DE 19 DE MAYO, AUTORIZACIÓN A UN AGENTE REGISTRADOR PARA ACTUAR POR SU CUENTA, ACEPTACIÓN DE LAS CONDICIONES QUE LLEVA APAREJADA LA TRANSMISIÓN DE UN NOMBRE DE DOMINIO BAJO ".ES" Y SOLICITUD DE MODIFICACIÓN DE SUS DATOS DE REGISTRO

..., con N.I.F./N.I.E./Otros nº ... en nombre propio ,
(con adelante "el Adquirente") adquiriente del derecho de uso del nombre/los nombres de dominio testing-one.es

Processing with eID/Certificate



Processing without eID/Certificate
(Attach photocopy of
the ID card)

- Once uploaded, the new owner will get a confirmation.

Request details

Action correctly performed. The request is pending the revision on the part of AR

Information about the Requisition TN-7623604-F5

Requisition History

Date	State	Comments
testing-one.es 29/07/2014 15:18:03	Transmission requested	+ -
testing-one.es 29/07/2014 15:45:06	Transmission pending Registrar approval	+ -

Attached  Back 

Request	Holder	PCA	PCT	PCF	DNS	Attachment	Domains Transmission
Request Date :	29/07/2014 15:18:03						
Domain name :	testing-one.es						
Request Type :	Domain transmission						
Request state :	Transmission request pending Registrar						

Step 6 – Approval from the registry, nic.es

- Now the handover has to be approved by the Registry, this process takes around 5 days.
- Once approved, both owners will get a confirmation by email from plannedominios@red.es.

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