

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.

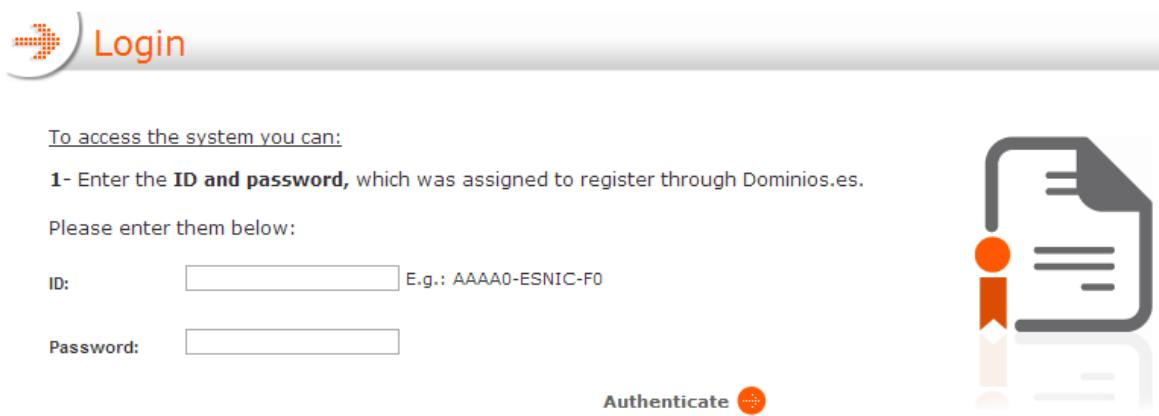
If you have any questions about this, don't hesitate to contact our chat support on www.one.com/chat. We are happy to help you.

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 Whois 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 image shows a login interface for the nic.es system. At the top, there is a logo consisting of a stylized orange and grey arrow-like shape followed by the word "Login". Below the logo, a sub-header reads "To access the system you can:". A list item "1- Enter the **ID and password**, which was assigned to register through Dominios.es." is present. Below this, a text "Please enter them below:" is followed by two input fields: "ID:" and "Password:", each with a placeholder "E.g.: AAAAA0-ESNIC-F0". To the right of the input fields is a large, stylized icon of a document with a red circular seal or stamp on it. At the bottom right of the form is a button labeled "Authenticate" with a small orange arrow icon.

Step 2 – Starting the owner change process

- Tick Domain Transfer Request

 **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

Domain Register
My Domains
My Requisitions
Requisition Cancellation of domain
Domain Transfer Request
Requisition Special Transfer of domain
Contact with Dominios.es
Domains History

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 [i]
Name

New ACP

Identifier [i]
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
dominio testing-one.es.

en nombre propio , titular del nombre/los nombres de

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 

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,

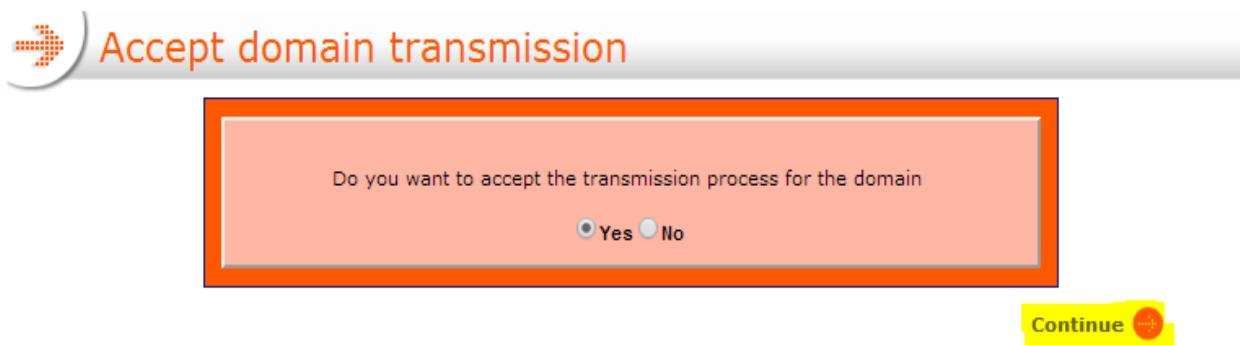
On 29/07/2014 has begun the transmission procedure of the domain name " " on your behalf.

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



The image shows a screenshot of a web interface for accepting domain transmission. At the top, there is a logo consisting of a stylized orange and white graphic followed by the text "Accept domain transmission". Below this is a large orange rectangular button containing a question and two radio buttons. The question is "Do you want to accept the transmission process for the domain". Below the question are two radio buttons: "Yes" (selected) and "No". To the right of the "Yes" button is a "Continue" button with a small orange circular icon.

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	-
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New contacts to be associated to the domain

Registar identifier	<input type="text"/>  E.g.: AAAA0-ESNIC-F0
ACP	<input type="text"/>  E.g. AAAA0-ESNIC-F0
TCP	<input type="text"/>    E.g. AAAA0-ESNIC-F0
FCP	<input type="text"/>    E.g. AAAA0-ESNIC-F0

Accredited Registrar

<input type="radio"/> Final User	<input checked="" type="radio"/> Accredited Registrar	ASCIO TECHNOLOGIES INC 
<input checked="" type="checkbox"/> Keep Name Servers		

DNS Data

DNS Name (1):	<input type="text"/>	IP (1):	<input type="text"/>
DNS Name (2):	<input type="text"/>	IP (2):	<input type="text"/>
DNS Name (3):	<input type="text"/>	IP (3):	<input type="text"/>
DNS Name (4):	<input type="text"/>	IP (4):	<input type="text"/>
DNS Name (5):	<input type="text"/>	IP (5):	<input type="text"/>
DNS Name (6):	<input type="text"/>	IP (6):	<input type="text"/>
DNS Name (7):	<input type="text"/>	IP (7):	<input type="text"/>

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 ,
(en adelante, "el Adquirente"), adquirente 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 plandedominios@red.es.

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