

# D P SYSTEMS

## DNS Update Requisition Form

Billing Account Code:		
Account Owner / Company Name:		
HKID / Passport / BR No.:		
Contact Person:		
Phone Contact:	Home / Office	Mobile / Pager
Email Contact:		
Implementation Time Requested:	<input type="checkbox"/> Any time ( <i>default</i> ) <input type="checkbox"/> Specific implementation date & time requested: _____ <small>* Please note that all DNS records need around 2 to 3 days, after implementation, to propagate to other DNS servers in the internet.</small>	

Domain:		(** Mandatory)			
Action Requested	DNS Entry / Sub-domain	DNS Record	Priority (MX only)	Map to (DNS Entry / IP Address)	Remarks
<input type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete		<input type="checkbox"/> A <input type="checkbox"/> CNAME <input type="checkbox"/> MX <input type="checkbox"/> NS <input type="checkbox"/> PTR <input type="checkbox"/> TXT (SPF)			
<input type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete		<input type="checkbox"/> A <input type="checkbox"/> CNAME <input type="checkbox"/> MX <input type="checkbox"/> NS <input type="checkbox"/> PTR <input type="checkbox"/> TXT (SPF)			
<input type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete		<input type="checkbox"/> A <input type="checkbox"/> CNAME <input type="checkbox"/> MX <input type="checkbox"/> NS <input type="checkbox"/> PTR <input type="checkbox"/> TXT (SPF)			
<input type="checkbox"/> Add <input type="checkbox"/> Modify <input type="checkbox"/> Delete		<input type="checkbox"/> A <input type="checkbox"/> CNAME <input type="checkbox"/> MX <input type="checkbox"/> NS <input type="checkbox"/> PTR <input type="checkbox"/> TXT (SPF)			

### Terms & Conditions:

- Update request will need at least 2 working days for processing upon receiving the completed information from Subscriber.
- If applicable, please also submit **Login Mapping Update Requisition Form** for any email mapping updates and/or removals required.
- Applicable to China Server Co-location Subscribers, please refer to **Reverse DNS Lookup Requisition Form** for any PTR updates required.

Confirmed By:  
 For and on behalf of \_\_\_\_\_  
(Company name, if appropriate)

Date: \_\_\_\_\_

\_\_\_\_\_  
 Authorized Signature (with company chop if applicable)  
 Name:  
 Title:

Please complete this form and fax it to us at (852) 2887 9144 or visit our website at <http://dns.dpsystems.net>

Should you not receive any confirmation / message from us within 3 days, please contact our Customer Service Hotline at (852) 8223 3411