



GTNet Sub-Domain Management Application Form

Invoice address

Title:	First Name:	Surname:
Organisation:		
Department:		
Address:		
		Postcode:
Phone No: (PSTN)	Fax No:	

Service Description

The GTNet Sub-Domain Management Service allows you to use a Sub-Domain name of the gtnet.gov.uk Domain Name, giving you an email address in the format of user@healthdepartment.gtnet.gov.uk.

Your Sub-Domain Name

An address must begin and end with an alphanumeric character. Punctuation characters must not be placed together Sub-Domain names can contain letters, numbers or hyphens (-) **NO** spaces or other characters are allowed.

Please state you chosen Sub-Domain Name

Email Forwarding

Please tick option required and complete a necessary

Option1: This will provide you with an unlimited amount of email addresses, youdecide@subdomain.gtnet.gov.uk, all forwarded to one GTNet mailbox.

GTNet mailbox user name

Option2: This will provide you with the use of specified email addresses, youdecide@subdomain.gtnet.gov.uk, forwarded to your designated GTNet mailboxes.

Please list here your "alias" part of your Sub-Domain Name email addresses and the GTNet mailbox user name the address needs to be forwarded to. (Please use separate sheet if required) i.e. bobjones@subdomain.gtnet.gov.uk ("alias" being bobjones)

GTNet Mailbox user name	Email Alias

GTNet Mailbox User name	Email Alias



Pricing

The cost of the GTNet Sub-Domain Management Service is £75.00 + VAT per year (in addition to the cost of a GTNet Dial account).

Authorised Signatory

I have read and understood all the guidelines and cost of service and would like to apply for the GTNet Sub-Domain Management Service.

Signed.....

Name (block capitals).....

Please ensure you have completed all sections, and return to: **GTNet, PO Box 273, Welwyn Garden City, Herts, AL7 1YA**, with your official Purchase Order.

You can progress your request by contacting Customer Services on 0870 870 6703 or by emailing custcare@gtnet.gov.uk

As soon as your Sub-Domain Name and email forwarding has been set up, we will confirm completion by post and email.

If you intend to have stationery printed or publicise your Sub-Domain Name, GTNet Strongly recommend not to do so until you have received the above mentioned confirmation.