

Web Hosting Hub, Inc.



555 S. Independence Blvd. | Virginia Beach, VA 23452

**TRANSFER OF HOSTING ACCOUNT AND/OR DOMAIN NAME
DUE TO DEATH OF ACCOUNT HOLDER**

Last Updated: September 6, 2022

Subject to the information below, if the Current Registrant refuses to allow access to the domain name and/or hosting account/files (collectively, “Account Files”) then the Account Files WILL NOT be transferred. To transfer the Account Files will require a United States Court Order identifying the Account Files owner and directing us how to proceed related thereto.

For additional information regarding domain name ownership disputes, please see the UNIFORM DOMAIN NAME DISPUTE RESOLUTION POLICY published at [HTTP://WWW.ICANN.ORG/UDRP/UDRP.HTM](http://www.icann.org/udrp/udrp.htm). We do not interact with the complainant and domain owner in domain name ownership disputes.

PLEASE NOTE THAT PERJURY IS DELIBERATELY GIVING FALSE TESTIMONY : THE ACT OR CRIME OF KNOWINGLY MAKING A FALSE STATEMENT (AS ABOUT A MATERIAL MATTER) WHILE UNDER OATH OR BOUND BY AN AFFIRMATION OR OTHER OFFICIALLY PRESCRIBED DECLARATION THAT WHAT ONE SAYS, WRITES, OR CLAIMS IS TRUE.

In the unfortunate event that one of our customers (“Current Registrant”) has passed away, in order to gain access to the Account Files, we suggest contact our Customer Service Team and if they are unable to contact the Current Registrant (or the Current Registrant’s estate/legal representative), then we would require the following:

DECLARATION REQUIRED: Prepare a declaration, signed under penalty of perjury (see example is attached below) that includes **ALL** of the following:

1. The name, address, telephone number and email of the applicant and relationship to the Current Registrant.
2. The name, last known address, telephone and e-mail of the Current Registrant.
3. The application must be accompanied by proof that the Current Registrant cannot be found or reached after a good-faith diligent effort to contact the Current Registrant or Current Registrant’s estate/legal representative.

Note: The declaration should fully describe facts stating a diligent effort was made to locate the Current Registrant. The declaration must be signed, where at all possible, by a

person having *firsthand knowledge* (i.e., not hearsay: information received from other people that one cannot adequately substantiate; rumor) of the facts recited in the declaration. It is important that the declaration contains statements of fact as opposed to conclusions. Copies of documentary evidence such as certified mail return receipts, cover letter of instructions, correspondence supporting the Current Registrant or the Current Registrant's estate/legal representative could not be located should be made part of the declaration.

4. The applicant must prove that the filing of the application is necessary (1) to preserve the rights of the Current Registrant or applicant; or (2) to prevent irreparable damage to the Current Registrant or applicant.
5. The applicant must submit a notarized declaration signed under penalty of perjury. Where a legal entity is the applicant, an officer (President, Vice-President, Member/Manager (for an LLC), etc.) must sign the declaration.

DOCUMENTS REQUIRED: The applicant **MUST** also submit **ALL** the following documents (under penalty of perjury):

1. A letter (on entity letterhead if applicable) requesting the transfer of the Account Files.
2. A certified copy (i.e., government issued and stamped) of the entity's formation documents (e.g., Articles of Incorporation).
3. A copy of a valid government issued identification (with the Current Applicant's signature appearing on the identification).
4. A proof of death of the Current Registrant (e.g., death certificate and/or Court Order).
5. Applicant must pay an administrative fee of \$25.00 USD for the transfer of the Account to a new third party ("New Registrant"). The New Registrant may complete the attached credit card authorization form or submit a cashier's check or money order for payment.
6. We may forward the application and supporting documentation (not credit card or identification documents) to the Current Registrant or the Current Registrant's estate/legal representative.
7. Send the declaration along with the other supporting documents to:

By email: customercare@webhostinghub.com

By Mail: Web Hosting Hub, Inc.
Attn: Ownership Transfer Dept.
555 S. Independence Blvd.
Virginia Beach, VA 23452

We reserve the right to accept or reject any transfer request for any reason in our sole and absolute discretion. Your request will be processed in 14-21 business days from the date of receipt.



[Sample]

APPLICATION FOR TRANSFER OF DOMAIN NAME/HOSTING ACCOUNT
(collectively, "Account Files")

Print Domain Name:

Print Name of Applicant:

Print Address of Applicant:

Print Telephone and Facsimile Numbers
of Applicant:

Print E-Mail of Applicant:

Print Name of Current Registrant:

Print Address of Current Registrant:

Print Telephone and Facsimile Numbers
of Current Registrant:

Print E-Mail of Current Registrant:

DECLARATION

The undersigned certifies and declares under penalty of perjury, that:

1. The name, last known address and email of the Current Registrant is:

Print Name of Current Registrant:

Print Address of Current Registrant:

Print Telephone and Facsimile Numbers
of Current Registrant:

Print E-Mail of Current Registrant:

2. The relationship of the Current Registrant to the undersigned (describe in detail – use additional pages if necessary):

3. After making a good faith diligent search, I declare and certify, under penalty of perjury, that the Current Registrant has passed away.
4. I have diligently attempted to contact the Current Registrant or the Current Registrant's estate/legal representative as follows (describe in detail - use additional pages if necessary):

5. I maintain an interest in the Account Files as follows (describe in detail - use additional pages if necessary):



6. I certify that the filing of the application is necessary (1) to preserve the rights of the Current Registrant or applicant; or (2) to prevent irreparable damage to the Current Registrant or applicant (describe in detail use additional pages if necessary):

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I certify and declare, under penalty of perjury, that the foregoing is true and correct. Where a legal entity is the applicant, an officer (President, Vice-President, Member/Manager (for an LLC), etc.) must sign the declaration.

Signature:	
Print Name:	
Print Entity Name (if applicable):	
Print Title (if applicable):	
Print Date:	

CREDIT CARD AUTHORIZATION FORM

The undersigned hereby authorizes WEB HOSTING HUB, INC. (“WHH”) to charge the undersigned’s credit card for the reasonably necessary costs IMH directly incurred in verifying the requested information and processing the change of ownership of the requested access.

Amount to be charged:	\$25.00
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Credit Card Information:

Name as it appears on the Card:	
Type of Card:	<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> AMERICAN EXPRESS
Credit Card Number:	
Expiration Date:	
Security Code (3 or 4 digits):	

Credit Card Billing Address:

Street:	
City, State Zip:	
Telephone No.:	
E-Mail:	
The undersigned hereby authorizes the credit card to be charged the above-referenced amount.	
Authorized Signatory:	
Date:	

If you have additional questions or concerns, email the Legal Department at legal@webhostinghub.com. In order to maintain an accurate record of all matters, we require that all information be sent in writing only. Any telephone calls will not be returned. Our office hours are 9:00 am to 9:00 pm EST (Monday through Friday). Your correspondence will be responded to in the order that it was received.