## TIP SHEET FOR WEBSITE AND DOMAIN OWNERS

## How to Avoid Domain Theft

Domain name theft is a real threat to every individual, family and company invested in a domain name. How can you protect yourself from becoming a victim? Here are a few steps Kevin J. Wright recommends businesses take to try an avoid becoming a victim:

- 1. Identify and treat domain names as company assets including through legal documents. Maintain domain records and ownership in the name of the company.
- 2. Utilize ICANN accredited registrars with quality reputations. Keep domain registrant account and contact information current, accurate, private, secure, and recoverable.
- 3. Do not allow contracted website developers or non-senior executives to be listed as domain owners or administrative contacts.
- 4. Safeguard passwords and credentials associated with the domain account. Avoid using free, web-based email addresses as the administrative contact. Place a registrar lock on your domain.
- 5. Set up monitoring services of your domain's WHOIS and DNS information. Be aware of your domain name expiration dates. Renew in advance and for multiple-year periods.

## If Domain or Website is Stolen

If you discover your domain name or website has been stolen, or is being tampered with in some form, consider taking the following actions immediately:

- \* Contact and advise your attorney(s).
- \* Notify your registrar.
- \* File a criminal report with your local police department.
- \* File a report with the <u>Internet Crime Complaint Center</u>.