

Wednesday, January 18, 2017 at 2:07 PM

From: ICANN Global Support <noreply-globalsupport@icann.org>

Date: Wednesday, January 18, 2017 at 2:07 PM

Subject: Memo on New Invoice Format-REGISTRY

ICANN's New Invoice Format - Registries

We are pleased to let you know that ICANN has a new and improved invoice format as part of an ongoing effort to improve billing services. The new format became effective in January 2017 and will be used for the quarterly billing that is scheduled for the end of January 2017. We hope that you find the changes we have made to the new invoice format useful.

Summary of Changes to the Invoices

- The addition of customer PO and tax information fields.
- A new layout and table format for "detailed" pages that reduces page-count.
- Double-side invoices to reduce paper usage.

Examples of the New Invoice Format

Registry Invoice Example: The first page of the invoice is a summary of all billed amounts. The second page includes a detailed page in a new summarized table format.

Invoice Summary:

Registry	Fixed Fees	Transaction Fees	TLD Total
Sample Registry	\$6,250.00	\$0.00	\$6,250.00
		Invoice Total	\$6,250.00

Below is a sample of the detailed page of the new quarterly invoice format. This provides a summary of the calculation of all the transactions for the specific quarter.

Transaction Fee Detail:**TLD:**

	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year	7 Year	8 Year	9 Year	10 Year
Add(s)	133	16	1	0	0	0	0	0	0	0
Renew(s)	184	0	0	0	0	0	0	0	0	0
Rate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Amount	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Transfers	14 @ 0.00	0.00
Excess Deletes	0 @ 0.00	0.00

Sunrise	0 @ 0.25	0.00
Claims	0 @ 0.25	0.00

Transaction Fee Total **\$0.00**

Additional Information

Payment instructions continue to be included at the bottom of the invoices and the contact details remain the same.

For additional payment instruction information, please visit <https://www.icann.org/resources/pages/payments-2012-02-25-en>

All questions regarding invoices should be submitted via the GDD portal. You may also email the global support team directly at globalsupport@ICANN.org

Future Enhancements

Additional planned improvements include the capability to send you invoices via email. We plan to provide you with additional information on how to sign up for this more convenient method of receiving invoices in early 2017.

Becky Nash, VP Finance and the ICANN Accounting Team