

# Online registration (new member) and membership renewal

With credit card payment

### **Password personalisation**



### **Members Directory**

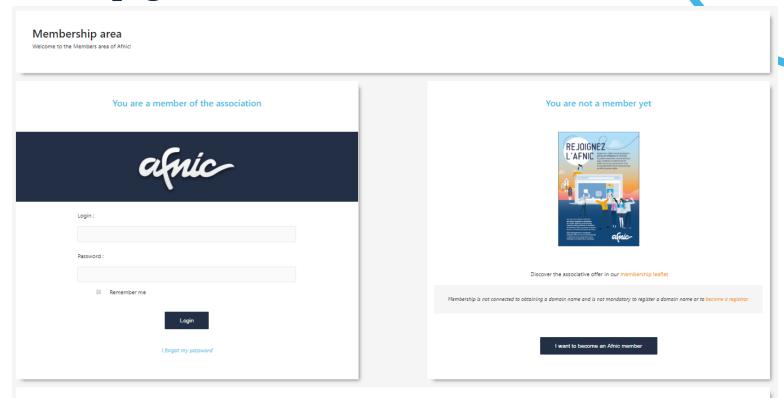
For members only New activity description field

Member informations update

For instant modification

And still available: associative documents, calendar ...

# Home page before authentification



Contact Us

If you have any questions, do not hesitate to contact our Membership Service

# Online registration in a few steps

Membership form Step 2/5 Membership form Step 3/5 Membership form Step 1/5 Administrative contact You are a member from the following category (one choice only): Member Information Last name \* First name \* A registrar accredited by Afnic CANAC A private individual user Organisation or Company name \* An international Afnic correspondent structure Email address \* FOREIGN COMPAGNY sophie.canac@afnic.fr sophie.canac@afnic.fr Phone No \* Email address \* Phone No. 4 +49123123 canac@afnic.fr +4912345 SIREN/SIRET number Billing contact details Financial Please fill in at least the SIREN/SIRET numbe or the Intra-EU TVA number Email address Phone No. 1 Last name (Legal representative) \* First name (Legal representative) \* Online membership canac@afnic.fr +49123456 NOM Function (Legal representative) Phone No. (Legal representative) \* in 5 steps only +49123123 Legal representative contact Email address (Legal representative) **Members Directory** canac@afnic.fr Instant access Head office address Your directory contact Administrative contact \*contact details to be included in the members directory (only accessible by the members to the member website Head office street \* Head office postal code <sup>4</sup> 1212 Head office city \* Head office country ' www.afnic.de Germany (+49) STADT Description of your activity (used in members directory) Activity for testing Billing address (if different) Postal code 1212 STADI Germany (+49) Maximum length: 1000 characters "x : mandatory field" "" : mandatory field"

## Online registration in a few steps

#### Membership form Step 4/5

- I declare full knowledge of articles of the Association and of the Internal Rules of procedure Link to the website afnic fr / Statutes of the association
- I authorize Afnic to publish my identity on the Member page of www.afnic.fr\*\*
- I authorize Afnic to include a hyperlink towards my website indicated above and remain solely liable for the contents of this website.\*\*
- ✓ I confirm that I have read the Terms of Use and accept the content:

"\*\* : optional field"

- · Accessing events that Members may attend.
- · Accessing content for Members according to the category they belong to.
- · Accessing the Members Directory.

User: means any physical or corporate entity having access to the Extranet.

#### 3. Purpose

The present general conditions of use of the Extranet constitute the conditions of use of this Service only on the technical level and do not constitute as such the Association's membership conditions or rules, with which the Users acknowledge they are acquainted.

The use of this Service necessarily implies acceptance of these terms of use and the rules mentioned above.

In order to process your message via this form, information is collected and then subject to computer processing for the French Network Information Center (Afnic) in order to manage members. The recipient of the data is Afnic, as the data controller.

These data are retained until resignation, cancellation, departure or a longer period of time in the event of the express agreement of the person concerned, litigation or the fulfilment of legal obligations.

You have personal rights, namely the right to access, oppose, rectify and delete data, the right to limit the processing thereof, the right to lodge a complaint with a supervisory authority and the right to define guidelines for the retention, deletion and disclosure of your personal data in case of death; personal rights may be exercised by contacting the Afric Data Protection Officer (DPO) at juridicipal@filefi.cf. Access to all the information about the processing of flow of the processing of the processing of flow of the processing of the process







#### Membership form Step 5/5

Choice of payment of your annual membership fee: 158.33 € (Net to pay)

will pay my membership fee by credit card

will pay my membership fee by bank transfer to the Afnic's bank account BIC of Afnic

will pay my membership fee by administrative mandate

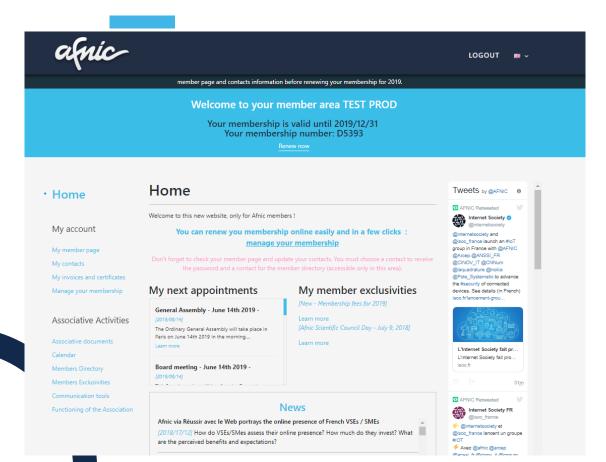
will pay my membership fee by cheque





Les symboles : 🕮 📻 🗂 indiquent que la transaction est sécurisée

# Home Page after authentification



## Zoom on the Menu

Home

My account

My member page

My contacts

My invoices and certificates

Manage your membership

Associative Activities

Associative documents

Calendar

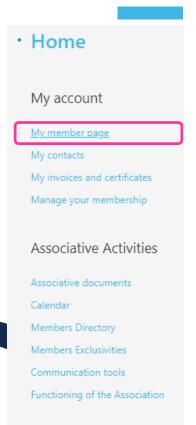
Members Directory

Members Exclusivities

Communication tools

Functioning of the Association

## Focus on My member page



Online modification of the member page

With a field to describe activity

# Modification and personalisation of the password

Current	password
New pa	ssword
New pa	ssword confirmation
New pa	ssword confirmation
	assered confirmation  asserted must be at least 12 characters, 1 lowercase, 1 uppercase, 1 digit, and 1 special character.

### My member page

At the bottom of this page, a button allows you to change your password (don't forget that there is only one login and password per membership).

Remember to check and update your member page (contact email, phone, url of your website, billing

This is also where you can fill in the "activity" field to introduce yourself to other members (th description is only available in the members directory on the member area, it will not appear on the www.afnicfr website).

Organization name TEST PROD		Member Category Legal entity user		
Membership number D5393		Activity Test description URL website membres.afnic.fr		
Last name of the legal re TESTNOM	presentative			
First name of the legal re TESTPRENOM				
Function of the legal repr organization test	resentative within the			
Postal information		Organization information		
Country France (+33)	Postal code 78000	Siren / Siret number 000000000		
City Versailles		Intra-EU TVA number Et pourquoi pas		
Street 1 place du chateau		Billing address		
Phone No. 0100000000		City Versailles	Street 1 place du chateau	
Email address sophie.canac@afni	c.fr	Postal code 78000	Country France (+33)	
□ I authorize	Afnic to publish my ide	entity on the Member pag	ge of www.afnic.fr	
I authorize	Afnic to include a hyp	erlink towards my websit	e indicated above and	

Modify my Member page

Modify my password

## **Focus on My contacts**

· Home

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# My account My contacts

Don't forget to check and update your contacts, You can also delete or add new ones.

The **administrative contact** corresponds to the person (or persons when there are several) who is in charge of relations with Afnic within your membership. He receives communications and invitations, it is most often the person who participates in meetings.

iou can designate another contact "password recipient" if you wish. It is this contact who will receive the password reset email in case of

finally, you can select a "directory contact" to appear in the members' directory (accessible only in this space)

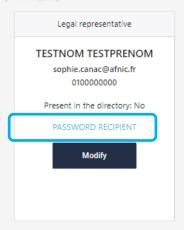
Administrative contact

TESTNomADM
TESTPrénomADM
sophie.canac@afnic.fr
0100000000

Present in the directory: Yes

Modify

TESTNOMFIN
TESTPrénomFIN
canac@afnic.fr
+443456345
Present in the directory: No



Add a contact

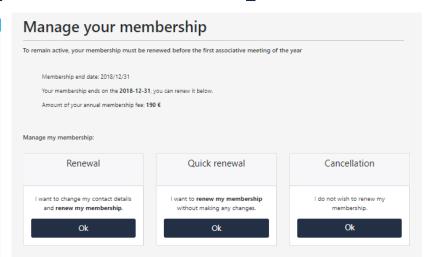
- 1 contact designated to appear in the members directory
- 1 contact designated to receive the password

Modification of contacts

Add new contacts

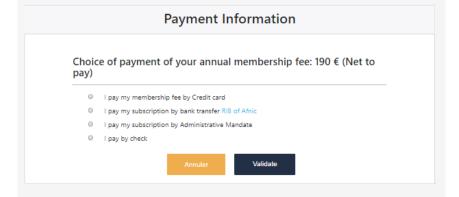
# Simplified membership renewal

 Home My account My member page My contacts My invoices and certificates Manage your membership Associative Activities Associative documents Calendar Members Directory Members Exclusivities Communication tools Functioning of the Association



Online membership renewal

Credit card payment option



# **Focus on the Members directory**



	<b>Members Director</b>	у	
• Home	Don't forget to select a "directory contact" so t By clicking on a member's name, you will see, o		field "activity" to introduce yourself to other members it details and activity).
My account  My member page My contacts My invoices and certificates Manage your membership  Associative Activities  Associative documents	Directory Filters:  Directory contact search  Enter the first name or the name or catego  Member Category:  Select  Search  Selection in the members list	ry of the member	•
Calendar	Organisation   Last name, First name	Member Category	Test hvu 190102   Admin, Admin
Members Directory  Members Exclusivities	Test hvu 190102   Admin, Admin	Legal entity user	Phone No. +33123456789 Email adress vuong+admin@afnic.fr Activity Not defined.
Communication tools Functioning of the Association	Testing, Afnic	Individual user	
	Testing Afnic 190107 - 3   Admin,	International Afnic correspondent	

structure

Admin

Multi-criteria search: name, first name, membership category,... Or filter by membership category

Detail of the contact when you click on the line

### Still available: calendar and documents



My account

My member page

My contacts

My invoices and certificates

Manage your membership

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Associative documents

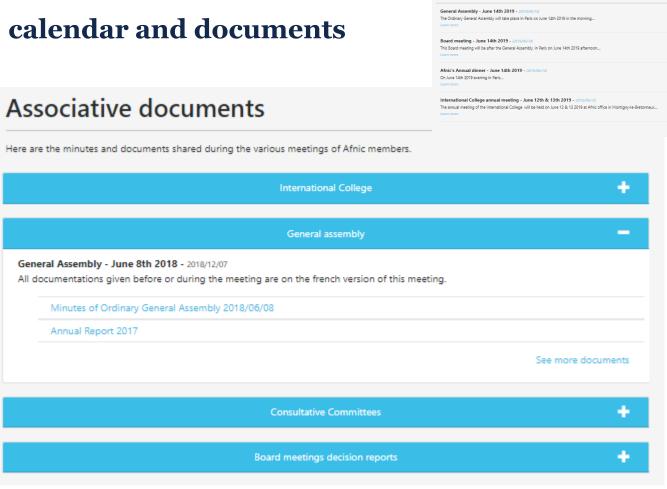
Calendar

Members Directory

Members Exclusivities

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Functioning of the Association

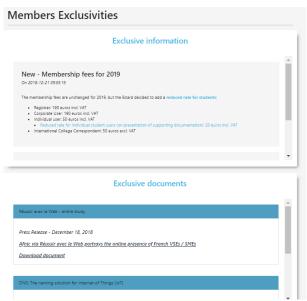


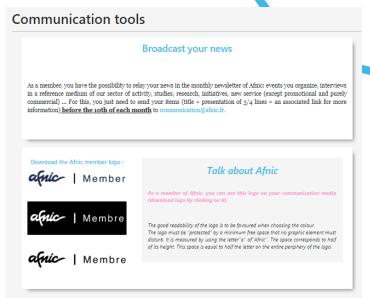
Calendar

You will find here the association meetings only for members. You can also consult the Afnic's global agenda.

## Still available: exclusivities and tools...

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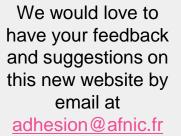
### Functioning of the Association

Affic is governed by Articles of Association and rules of procedure. Its decision-making bodies are the Afnic Board, composed of 5 elected members and 5 appointed members, and the General Assembly of the members. These bodies decide on Afnic's strategy, based on the advice of the advisory bodies: the consultative committees of the registrars and users members and the International College. Afnic also has honorary members.

#### Reference documents:

Articles of the Association in force since February 8, 2018

Rules of procedure of the Association as of April 12, 2018





A dedicated Afnic contact for members:

Tel: +33 (0)139308318 adhesion@afnic.fr

# https://members.afnic.fr