

How To Register A Domain

This article will guide you through the necessary steps to register a new domain name with UK2.

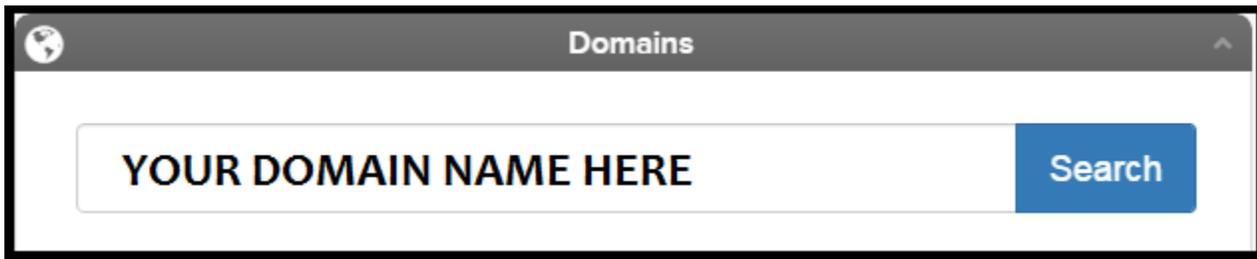
- [Step 1: Navigate To The Domain Section Of CHI:](#)
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Step 1: Navigate To The Domain Section Of CHI:

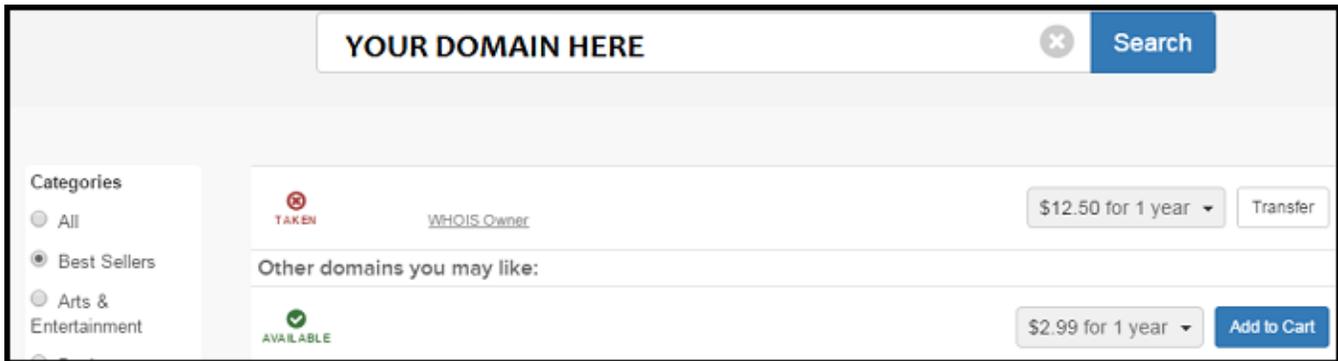
1. Log into your [chi.uk2.net](#) dashboard with your username and password.
2. Locate the "Domains" section positioned in the top left hand side of your homepage.

Step 2: Search For Your Desired Domain Name:

1. Enter the Domain name you would like to register, and click the "Search" to find that specific domain and other domains like it.



2. A page will appear with the different options for domains, or TLDs, that are similar to the domain name you searched for.



Categories

On the far left hand side of the table you will find a list of categories for various TLD options. This can help you quickly locate a domain name and TLD address endings that are suitable for the domain you would like to register.

Availability of the Domain

In the centre section of the table you will see a list of possible domains similar to the one that you searched. The domain will be listed as either "Taken" or "Available". You can only choose domain names that are listed as available.



Renewal Time

On the right hand side of each domain there is a dropdown menu that displays the price per year and options to pay for multiple years upon purchase. Notice that as the amount of time you register your domain increases, the price decreases. Choose the length of time for which you would like to register the domain.



3. Once you have selected the domain you would like to register, click the "Add to Cart" button.

Step 3: Complete The Checkout Process:

1. After adding all of the domains you wish to purchase to your cart (located in the top right corner of your screen), click on the "Checkout" icon.
2. Review your order and contact details to ensure the information entered is correct before proceeding.

The screenshot shows the checkout process. At the top, it says "Checkout" with a close button. Below that is the "Review Your Order" section, which contains a table with the following data:

Item	Price
Domain Registration for 1 year	
Total	

Below the table is a link "Use Voucher Code". Underneath is the "Order's Contact Details (Change)" section, which contains the following fields:

Name / Company: Country:
Email: Address 1:
Contact name: Address 2:
Telephone: City:
Mobile: Zip / Postal Code:
Fax: State:
Registrant Type:

3. Click "Use Credit" to use any credit existing on your account to cover the purchase cost. (Optional)

This step is optional. If you do not have any account credit or do not wish to use it to register your domain, proceed to the next step.

The screenshot shows the "Your Credits" section. It contains a table with the following data:

Credit:	0.00
Bonus Credit:	142.01

There is a green "Use Credit" button to the right of the table.

4. Once you have completed the form click "Checkout".

Choose Payment Method

Credit or Debit card
 PayPal

Card number

Security Code

Expiry date

Store this payment method

4. A final Checkout window will appear to allow you to review the order before finalising.

Once you've verified that the information entered is correct, click "Checkout". Your order will then be processed and completed.

Your order has been charged!

Order processing is complete. Please see details below.

Order Number:	YOUR ORDER NUMBER HERE
Date:	DATE OF PURCHASE HERE
Charged:	AMOUNT CHARGED HERE

We're now setting up your new services

YOURDOMAIN -- .net Domain Registration

Success!

Step 4: Verify The Domain Registration Through Email

1. Now that your order has been processed, you will need to log into the email account associated with your CHI account.

This is the email where you will receive notices associated with your domain registration and all other notices from your CHI account.

2. Once logged in, you will receive an email confirmation for your domain purchase as well as a verification email.

Open the "Immediate Verification" email and click on the "Verify your email address" link to complete your domain setup.

IMMEDIATE VERIFICATION required for **YOUR DOMAIN HERE**

[Click here to verify your email address](#)

If the above link does not work, please copy-and-paste the following URL into an open web browser to complete the verification process:

Your domain name is now available for you to use.



If you have any questions about this process please feel free to contact our support teams through live chat or by submitting a support ticket from your UK2 CHI dashboard. We are always happy to help.

Related articles

- [How To Set Up Your Email In Thunderbird](#)
- [How To Set Up Email In Apple Mail](#)
- [How To Log Into Webmail](#)
- [How To Update Nameservers](#)
- [How To Edit DNS](#)