

The Growit Network

DOMAINS AND WEBSITES

NEW DOMAIN

- Pick a name for your domain. We will check it with Internic (the licensing body for domains) and secure it for you, if available.
You have the choice of *.com*, *.net* and *.org* for your domain name.
This can be included on your invoice for the domain hosting and setup.
We will not register the name or begin work on the site until the fees are received.
We accept American Express for hosting and registration charges and company checks.
- All domains are registered with YOU or your company as the owner. The Growit.com Webmaster is listed as technical and administrative contact to allow us to make needed changes. Domain hosting rates are yearly. Renewal notices are sent by email and mail and are due and payable upon receipt to avoid termination of services. Your domain registration is often due before the site renewal. We automatically take care of this even if the invoice is not sent until the next month. It is critical that you respond in a timely manner to your invoice.
- The following information is required to register your domain name

Name of Owner
Name of Nursery or Business
Address for billing (City, State, Zip)
Phone Number
Fax Number

Required to Build your new Grower's Domain (please send by email or mail)

- **About Us** page - Information needed for this - how long in business, background if you want, size of nursery and anything else you think would be of interest to people planning to purchase plants from you.
- **Contacts page** - We will set up the sales@yourcompany.com and info@yourcompany.com emails.
If you want additional email addresses you can set them up using our Postmaster administrator function (see Email setups)
- **Map** - (optional) showing your location - please email one or we will use a map program if you want this on your site.
- **Terms and Conditions**- Your standard set of terms and conditions of sale.
- **Plant List** - List by scientific name of your full inventory (plants you grow), their sizes, prices if you want.
- **Graphics** - Your logo or business card for the graphics or other graphics if you have them available. These can be emailed or mailed.
- **Design** - Colors you want used as a theme for the site. All sites are built on white backgrounds because it offsets colors

and the site runs faster. If you prefer a colored background, please advise.

- It is best to send us a couple of your brochures so we can see everything in one place.

Requirements for Vendor Domains

- **About Us** page - Information needed for this - how long in business, background if you want, and anything else you think would be of interest to people planning to purchase from you.
- **Contacts page** - We will set up the sales@yourcompany.com and info@yourcompany.com emails. If you want additional email addresses you can set them up using our Postmaster administrator function (see Email setups)
- **Terms and Conditions**- Your standard set of terms and conditions of sale.
- **Product List** - Your full inventory their sizes and prices if you want. Pictures of each product are desirable. Send at least 2 brochures.
- **Graphics** - Your logo or business card for the graphics and other graphics if you have them available. These can be emailed or mailed.
- **Design** - Colors you want used as a theme for the site. All sites are built on white backgrounds because it offsets everything and runs faster. If you prefer a colored background, please advise.

COPYING A DOMAIN or WEBSITE

A copy of your domain can be placed on the Growit Network. It would be found as www.growit.com/yourcompany.

We have the capability to make an exact copy. Domains that are run under growit.com/yourcompany do not link outside the growit.com site.

TRANSFERRING A DOMAIN

To move an existing domain to growit.com we need to send a transfer request to Internic. This can take from 48 hours to 2 weeks depending on the status of the ownership of the domain. We always take a complete copy of the domain as it exists on the present servers before moving. This prevents loss of data in case the site is turned off prematurely by the hosting company. It speeds up the process if we have the UserID and Password that was issued when you registered the domain name.

Caution: If you have registered your domain name with a domain service besides Network Solutions, it may be a lengthy transfer process. We prefer to register your domain for you. In the long term this will save you money and time. Many domain registries charge to 'store' your domain name until you are ready to transfer. At this time you will be charged \$15.00 additional for your domain name registration. Future renewal invoices will include this charge.