





# Order Form: Email Accounts

## Service Details

1. SERVICE REQUIRED	
<input type="checkbox"/> <b>New Email Accounts</b>	<i>An establishment charge of \$30 applies per order form. Each Email Account is \$30 per annum.</i>
<b>Number Required :</b>	<i>Each username must consist of lowercase letters, numbers, underscores (_) and periods (.) only. It must begin with a letter, and be between 3 and 16 characters in length.</i>
2. REQUIRED EMAIL ACCOUNT DETAILS	
<b>First Email Account</b>	
Username for mailbox:   _____	@internode.on.net
- second choice:   _____	@internode.on.net
<b>Second Email Account (optional)</b>	
Username for mailbox:   _____	@internode.on.net
- second choice:   _____	@internode.on.net
<b>Third Email Account (optional)</b>	
Username for mailbox:   _____	@internode.on.net
- second choice:   _____	@internode.on.net
<b>Fourth Email Account (optional)</b>	
Username for mailbox:   _____	@internode.on.net
- second choice:   _____	@internode.on.net
<b>Fifth Email Account (optional)</b>	
Username for mailbox:   _____	@internode.on.net
- second choice:   _____	@internode.on.net
3. MAIL MAPPINGS	
Mail Mapping is a complimentary service for Internode DNS customers! If your Domain Name is managed by Internode and you would like each of the 'username@internode.on.net' addresses defined above mapped to an equivalent 'username@yourdomainname.com.au', please enter your domain name here :	
Domain Name:	_____

## Additional Notes

When you apply for an Internode Email Service, you should be aware of certain obligations and conditions once the order form is received by Internode.

Firstly, please be aware that when you sign the application form you are signing to say that you accept and agree to be bound by the Internode Standard Form of Agreement documents (available at [www.internode.on.net/sfoa](http://www.internode.on.net/sfoa)).

Please call us if you would like any help interpreting these documents.

### Customer Details

- Please complete all information contained in Section 1. This information will be used for the purposes of supplying you with the service, to administer your account with us and if necessary, to transfer you from your existing supplier.
- For your security and privacy, it is important that you provide all the information we request. We will use it to verify your identity when dealing with you over the phone. The requested information for registered businesses includes your Australian Business Number (ABN), and for individuals includes your date of birth and (if applicable) Driver's License Number.

### Billing Information

- Tax invoices and other notifications will be sent to the email address that you have specified in the Customer Details section of this form. Posting of paper invoices is available but discouraged for environmental reasons, and if requested will attract a \$1.50 surcharge per invoice.
- Please note that the first monthly service charge, plus the establishment charge, must be paid in full before Internode can activate the service.
- Full details on our payment options are available at [www.internode.on.net/payments](http://www.internode.on.net/payments).
- Credit card surcharge: Payments via Visa or Mastercard incur a \$0.99 surcharge per transaction; and payments using American Express or Diners Card incur a surcharge of 2.5% of the transaction value.
- There are no surcharges for BPay, Direct Debit, Direct Credit, Cheque, Money Order, Cash or EFTPOS.
- Information is current as of 11/11/2008 and is subject to change without notice.