



# Order Form: Email Accounts

Please complete this form and either fax it to 1300 848 699, or post it to Internode Pty Ltd, PO Box 284, Rundle Mall, SA 5000. Further information on this product is available online at [www.internode.on.net](http://www.internode.on.net).

## Introduction

Internode's Email Accounts provide you with a reliable, feature-rich service that can be accessed with any Internet connection and a standard email client (POP or IMAP), or via Internode Webmail. We included the following features with every service:

- **Spam Blocking** - With a large amount of email traffic consisting of unwanted 'spam', having effective Spam Blocking and mail quarantining provides your business with real time and cost benefits.
- **Virus Filtering** - Our email system also includes Virus Filtering. If anyone sends you email containing a virus, it will be blocked from being delivered to you - protecting your computer from the potential of being infected by a virus coming in via the email system.
- **Mail Forwarding** - Internode's mail system also provides you with the ability to automatically forward email for your Internode mailbox to another email destination.
- **Auto Respond** - We include an auto-respond facility which can automatically send a responding email to people who send email to you. A typical use for this facility is as a 'vacation message' facility, to let your customers know when you are away from your email.
- **Secure Email** - Secure Email is available at no extra charge and means that the information flowing between your mail client and our servers can be secured using SSL, the same encryption system that is used for secure web pages.
- **Mail Mappings** - If your business Domain Name (eg 'mycompany.com.au') is provided through Internode, we can arrange for this to be utilised on your Internode email accounts - your email appears as user@mycompany.com.au, instead of user@internode.on.net.

Up to five Internode email accounts are included with all Internode Broadband services. Additional email services are available for \$30 establishment per order, and \$30 per annum per email account, using this form. All pricing includes GST. Complete service descriptions are available online at [www.internode.on.net](http://www.internode.on.net).

## Account Details

1. CUSTOMER DETAILS		
Applicant (Individual or Company Name):		
For Businesses, Trading Name (if applicable):		
Internode Client ID (if existing):	Driver's License Number or ABN:	For Individuals, Date of Birth:
Contact Name:	Email Address:	Postal Address:
Suburb / Town:	State:	Postcode:
Telephone (Business Hours):	Mobile:	Fax:
2. BILLING OPTIONS		
1. Automatically charge my Credit Card monthly in advance: <input type="checkbox"/> OR 2. Invoice me monthly in advance: <input type="checkbox"/>		
Credit Card type:	Expiry:	
Card number:	Name on Card:	
Please specify your email address for your tax invoice, notifications and other correspondence:		
3. CUSTOMER AUTHORISATION		
The applicant accepts and agrees to be bound by the Internode Standard Form of Agreement documents (available online at <a href="http://www.internode.on.net/sfoa">www.internode.on.net/sfoa</a> ); and the Additional Notes on Page 2 of this document. The applicant also confirms that he/she is 18 years of age or older. If the applicant is a company then the signee warrants that he/she is authorised to execute this agreement on behalf of the company.		
Signature:	Date:	

Sales Rep: \_\_\_\_\_

Promo Code: \_\_\_\_\_



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## 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 21/07/2010 and is subject to change without notice.