



## Instructions for Web Hosting

Please read entire instructions:

***\*\*Do NOT move your Domain or cancel your current provider until you have read and completed the steps listed below\*\****

- 1) Be sure your domain is owned by you or your company and that “you” have access to make changes to the SOA (Start of Authority)
- 2) Do you have login information for the company that holds your domain’s registration?
- 3) Complete this form and submit it to [support@mtnmax.net](mailto:support@mtnmax.net)
- 4) Once we have setup your domain hosting space we will contact you with instructions on how to upload your site. If you require additional assistance with uploading your website to our servers, provide the information in the “Current Location” section of this form.
- 5) Finally, we will coordinate with you to transfer the DNS (Domain Name Servers) to our Name Servers (as listed below)

### CONTACT INFORMATION

Domain Name:  
Company:  
Name:  
Address:  
City:  
State:  
Zip:  
Telephone Number:

## CURRENT LOCATION OF YOUR WEBSITE

*If you require assistance in moving your website content to our servers, please provide the following:*

FTP Access:

Username: Password

### DNS SOA (Start of Authority)

*Montana Digital LLC (MtnMAX Internet) must be the start of authority (SOA) in order for us to host your domain.*

Change your current DNS service information to:

**ns1 mtnmax.net**  
**ns2 mtnmax.net**

*The redirecting of your domain can take up to 72 hours to propagate*

## ACCOUNT INFORMATION

**Administrator Account: (this can also include an email account)**

*This account is required to administer your domain and the associated email accounts*

Full name:

Admin:

Password

## EMAIL ACCOUNTS

If you require an email address that has a generic name such as: "sales, info, office, etc" we recommend using an email alias. Example; for an account such as "sales," you might want to use "yourdomainsales" to log on to the server. With this setup you can still use an email alias of [sales@yourdomain.com](mailto:sales@yourdomain.com).

Full name: Username: Password:

Full name: Username: Password:

Full name: Username: Password:

Full name: Username: Password:

Full name: Username: Password:

***Email finished form to support@mtnmax.net***