

(Letter Head of Company or Organisation)

Date.....

Subject: Delete domain (specify domain to be deleted)
to register domain (specify domain to be registered)

Dear T.H.NIC Co., Ltd.

Due to (the company or organisation name of domain owner)
would like to delete domain name (specify domain to be deleted)
in order to register new domain name (specify domain to be registered)
..... and we would like to be deleted on (deletion date*)

Please do not hesitate to let us know if you have any questions.

We can be contact at

Best Regard

(Company Seal)

.....
(Signature of Authorized Director)

.....
(Full Name of Authorized Director)

.....
(Position of Authorized Director)

*P.S The deletion date must not be longer than the date of domain expiration
or 1 year period start from the registration date of the new domain name.*