Guidelines for Setting up a Local Internet Registry at the RIPE NCC

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ABSTRACT

This document aims to provide the necessary information for those who are considering setting up a Loc Internet Registry (LIR in short) with the RIPE NCC. In this document, some initial guidelines are given which organisations usually set up an LIR. Further, the steps necessary to set up an LIR are described. F the RIPE NCC's IP address first assignment and allocation policy is discussed.

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1. Introduction

IP addresses for use on the Internet are distributed in a system of hierarchically organized Internet Regis
The RIPE NCC is the Regional Internet Registry (RIR) that has the authority to distributes IP addresses
AS numbers in Europe, North Africa, the Middle East and parts of Asia.

In order to obtain IP addresses and AS numbers directly from the RIPE NCC, an organisation needs to b
a member of the RIPE NCC and set up a Local Internet Registry. Organisations usually set up an LIR be
they want to become multihomed and use external gateway protocols (e.g. BGP4) or they need large am
of IP address space for their operations as Internet Service Providers (ISP).

However in most cases, organisations can obtain IP addresses from an upstream service provider and the
no need to obtain address space directly from the RIPE NCC.

2. When to Set up a Local Internet Registry (LIR)

When deciding whether or not to become an LIR, an organisation should consider if they expect the nee large amounts of address space in the future. An organisation should also consider how important havin own routable block is, and whether they are ready for the extra cost, administrative overhead and responsibility of running an LIR. In this section we offer some guidelines on this issue.

Note that the guidelines presented are not meant to specify who may or may not set up an LIR, but as an the decision making process. The policy of the RIPE NCC is to leave the decision up to the organisation themselves. Anyone signing the ***Agreement on the Provision and Use of the RIPE NCC Services*** and promising to operate according to the RIPE NCC guidelines will be accepted as an LIR. The RIPE NCC only accept LIR applications from organisations that have a registered legal entity located in the RIPE N service region. To determine which regional registry you should contact for services please refer to:

http://www.ripe.net/ripencc/mem-services/general/rir-areas.html

This list shows all (ISO 3166 defined) countries listed in the three RIR service regions. For the RIPE N service region, see also the geographical maps located at:

http://www.ripe.net/ripencc/mem-services/general/europe.html
http://www.ripe.net/ripencc/mem-services/general/africa.html
http://www.ripe.net/ripencc/mem-services/general/asia.html
http://www.ripe.net/ripencc/mem-services/general/mideast.html

2.1. Responsibilities of a Local Internet Registry

An LIR receives IP address allocations from the RIPE NCC. The LIR itself is responsible for the assign of IP addresses that it makes from these allocated blocks. These responsibilities include:

- Making the right assignment decisions following global assignment policies (as described in the European Internet Registry Policies and Procedures).
- Keeping records of the information gathered in the assignment process (as described in European Internet Registry Policies and Procedures).
- Storing assignment information in the RIPE Database and keeping this information up to date (as described in the European Internet Registry Policies and Procedures).

The RIPE NCC has a consistency checking and auditing activity set up to train LIRs and help them follo procedures. This process described in RIPE NCC Consistency and Auditing Activity is intended to ensu LIRs follow their responsibilities correctly.

2.2. Costs of Operating an LIR

The direct costs of operating an LIR, i.e. fees paid to the RIPE NCC for services, are outlined in the RIP NCC Billing Procedure and Fee Schedule. Additionally an LIR can expect extra costs in regard to the hi extra staff to deal with the administrative overhead. Depending on the size of the LIR's customer base a might need up to one full time staff member doing LIR administrative work

The administrative overhead should not be underestimated.

2.3. Address Space

Each new LIR receives at least a /20 allocation upon approval of their first address space request. The LI should announce this block as one route to the rest of the Internet. The LIR can use this block for their ir network and if they are a Provider LIR they can also use it for assignments to customers. After the initia is used up, the LIR can request a new allocation of a size that matches the growth of their customer base

2.4. Business Considerations

When changing upstream providers, an organisation that does not operate an LIR will probably have to renumber their networks and return the formerly used address space to the LIR it was received from. Organisations operating an LIR do not depend on others for assigning address space to their own or thei customers' networks. On the other hand, operating an LIR takes up considerable amounts of time and fi resources that should not be underestimated.

2.5. Other Considerations

If an organisation already operates an LIR in the RIPE NCC region or another part of the world and wis open another LIR, they will have to provide the RIPE NCC with a valid reason why they need to operate another LIR. The RIPE NCC will ask for some extra information and argumentation in this case.

If an organisation is part of a large enterprise that already has address space, then the RIPE NCC will ne some extra information before it can set up an LIR, e.g. why address space from the main headquarters c be used for the network, and why it is necessary to receive address space from the RIPE NCC instead (o addition). Again, extra information will be required in this case.

3. Setting up an LIR

Before you can request IP addresses or an AS number from the RIPE NCC you must complete the New- application process. The process of setting up an LIR can be roughly divided into 3 steps:

1. Establishment of an entry in the LIR list
2. Agreement to LIR Procedures
3. Agreement on the Provision and Use of the RIPE NCC Services

The steps need to be performed in order.

Upon the completion of the registry file (step1) the RIPE NCC will send out an invoice for our services. invoice will have to be paid during the start up process.

Please note that much communication is needed between the LIR and the RIPE NCC. (For requiring the documents listed below, for setting up the LIR and for requesting address space.) Therefore, we really re the LIR to have at least e-mail connectivity. If you do not have an Internet connection yet, please acquire (interim) e-mail address before you request to set up an LIR. Please list this e-mail address in all your correspondence with the RIPE NCC.

3.1. Establishment of an Entry in the LIR List (creation of the registry file)

As a first step, we need to collect some administrative information about the new LIR such as address ar telephone numbers and names of contact persons. The billing information, including your VAT number billing address is in the EU, has to be submitted too.

Please fill in the form in Appendix A or the online web form and e-mail it to new-lir@ripe.net for proce: Upon receipt of your request a ticket number will be automatically assigned. This ticket number can be f in the **Subject:** line of the acknowledgment. Please use this ticket number in all your messages during th up of your LIR. The ticket number will become invalid after your LIR has been set up, do ***not*** use this number for your (first) address or AS number requests.

Please note that the ticketing system for the new-lir mailbox differs slightly from the hostmasters mailbc this point in time there are only 2 ticket status categories for new-lir requests: OPEN REG (the RIPE NC waiting for an answer from the applicant), and OPEN NCC (the RIPE NCC will attend to your e-mail as as possible).

After reviewing your application we might ask you for some additional information. Once we have all th information we asked for we will create a registry file for the LIR. After all three steps have been compl some of the administrative information in this file will be publicly accessible on the RIPE NCC web site the most part the file will only be used internally by the RIPE NCC to keep information about the LIR.

As soon as we have established an entry for you, you will receive an registry identifier (Reg-ID) that we use from then on to identify you as a LIR and distinguish you from end users.

The information supplied to us in the application form, such as address, e-mail address contact persons e should be kept up-to-date. Note that the information you provide in the application form is not stored in RIPE Database. If you want to change any information about your LIR or just want to know about the cu contents, please send an e-mail to <hostmaster@ripe.net>. We would appreciate it if you help us to keep information as up to date as possible.

After step 1 is completed, our billing department will send an invoice to the billing address specified by new LIR. The amount on the invoice has to be paid before the LIR can start requesting address space (th we can continue step 2 and step 3 before receiving the payment).

3.2. Agreement to LIR Procedures

We must have a clear assurance from the persons listed in the registry file that they will abide by the LIF The current documents the LIR definitely should be familiar with are:

- European Internet Registry Policies and Procedures
- European IP Address Space Request Form
- Supporting Notes for the European IP Address Space Request Form
- RIPE NCC Database Documentation
- RIPE NCC Database Documentation (Update for v2.2.1)
- RIPE NCC Consistency and Auditing Activity
- RFC 1918: Address Allocation for Private Internets

There are some documents that we would like to point to, since they will probably be necessary at some These documents are however not mandatory to be familiar with at this moment.

- Representation of IP Routing Policies in a Routing Registry
- European Autonomous System Number Application Form and Supporting Notes

All of these documents can be obtained at www.ripe.net by following the "Documents" link.

Please have the contacts (admin-c and tech-c) personally confirm by electronic mail that they have read understood the above, and will commit to abide by the guidelines as defined in these documents and futu guidelines as defined by the RIPE community.

Note that only the persons registered as admin-c and tech-c have to be familiar with these guidelines and documents as they are the only ones who can request services from the RIPE NCC. If other persons have added at a later stage, we will also ask these new contacts for the confirmation on this matter.

3.3. Agreement on the Provision and Use of RIPE NCC Services and Payment of Fees

In order to set up an official contract between the LIR and the RIPE NCC, we will need two signed copi the service agreement from you. The agreement needs to be signed by somebody at the LIR with the pov sign contracts (usually the director). Please include the title of the person signing the contract, as well as name, location where it was signed and the date when it was signed. Please do not alter the layout of the service agreement.

Since the RIPE NCC will also sign the agreement you should send them in duplicate by postal mail to us Upon receipt of the service agreement, we will sign them and return one copy of the agreement to you.

The RIPE NCC can only supply services to organisations that have a legal entity in the RIPE NCC servi region and therefore we ask you to send a copy of your organisation's registration with the local Chamb Commerce or its equivalent with the service agreement. This registration document can be in the local language, but an English translation must be provided in case we ask for it. The RIPE NCC will only sig service agreement in the English language.

Our current address is:

RIPE NCC
Singel 258
1016 AB Amsterdam
The Netherlands

Upon receipt of the service agreement, a check will be made to see if all the other steps have been comp and if the invoice has been paid. If everything is complete, we will raise the service level of the LIR, wh will enable you to start using the services of the RIPE NCC.

The Standard RIPE NCC Service Agreement is available on our web site at: http://www.ripe.net/docs/

Or on the ftp site at: ftp://ftp.ripe.net/ripe/docs/ for a postscript or text version.

Please also see the documents RIPE NCC Articles of Association and RIPE NCC General Terms and Conditions in the same ftp and web directories.

4. RIPE NCC Fees and Billing Procedures

The RIPE NCC charges new registries a one-time "Start-up Fee" as well as a yearly "Service Charge". T start-up fee is partially used to pay for the LIR training courses, which all new LIRs are encouraged to at These fees can change from year to year and therefore rather than listing them here, please read the RIPI Billing Procedure and Fee Schedule in the same web and ftp directories as the above documents.

The yearly fees are based on the size category of the LIR. Each LIR has a category (for Provider registri usually SMALL, MEDIUM or LARGE) based on how many allocations they have received from the RI NCC and on the age of the allocations. A new LIR starts out with a category of small and remains SMAl the following year if they do not receive any additional allocations in that first year. How these categorie calculated is described in the RIPE NCC Charging Scheme in the same web and ftp directories listed abo

An LIR is assigned a minimum billing category by the RIPE NCC, however an LIR can always choose t upgrade itself to a higher category. Please note that the billing category has nothing to do with the amou addresses an LIR can request from the RIPE NCC, in other words a SMALL new LIR can request just a addresses as a LARGE new LIR.

There is also a special billing category called ‘Enterprise‘ which applies to LIRs that only assign address their own organisation’s networks and not to their customers.

A new LIR will receive an invoice including the start-up fee and its yearly fee for this year. The LIR can choose to pay the fees on a half yearly or quarterly basis, but there is an extra fee attached to this. The ye fee will be based on the quarter of the year when the LIR signs up. For example, if an LIR signs up with RIPE NCC in July, they won’t have to pay the entire yearly fee for that year, but only half of it.

An LIR is billed from the moment they complete step 1, not from the moment they start requesting addr space. If an organisation sets up an LIR but doesn’t start requesting address space until months later, the have to pay for those months. In such a case it is better for the organisation to wait setting up the LIR un they actually need to request for IP address space.

Be aware though that most LIRs are not set up overnight, so please apply well in advance of the operatic date. Please consider one month to be a guideline for the completion of your LIR. For questions on bills payments, please contact <billing@ripe.net>.

Please note that an LIR receives the same kind of service from the RIPE NCC independent of their billir category. The reason behind having different billing categories is because larger LIRs tend to send more requests and generate more work for the RIPE NCC staff. If your organisation has a billing address in th European Union, please include your VAT number in the application form.

5. Requesting Address Space for the First Time

After an organisation has officially set up an LIR (the three steps have been completed) they will receive message from <new-lir@ripe.net> notifying them that they can start requesting address space from the F NCC. From then on the LIR should use the <hostmaster@ripe.net> mailbox for requesting address space for IP address-related questions. Please do not send address requests to <new-lir@ripe.net> nor use the t number which was assigned to you for the setting up process of the new LIR. As soon as your LIR is established this ticket will be closed.

Before we go on to explain how an LIR can request its first block of address space, let's clarify some of terms used by the RIPE community:

An **allocation** is a block of address space that an LIR receives from the RIPE NCC. The LIR can annou entire allocation as one route to the rest of the Internet and use this block of address space for its custom and its own infrastructure.

An **assignment** is a smaller block of address space that an LIR assigns to its customers for their network uses for its own infrastructure. For example, if an LIR needs a block of 256 addresses for one of its Poin Presence, we would call this an "assignment". Assignments usually come out of the LIR's allocation.

Assigned address space is actually used to operate networks, whereas allocated address space is held by Internet Registries for future assignments to end users.

To receive your first allocation from the RIPE NCC, send your first request for an assignment. The requ might be for an assignment to/for a customer's network, or for the LIR's own internal infrastructure. Do mix address space of customers and your own network in your request. Please fill out a European IP Ad Space Request Form and send this to <hostmaster@ripe.net>. You will need to include your Registry Id (the "regid" on the form) at the top of the message. Please always include this regid in all messages sent RIPE NCC hostmaster mailbox. The RIPE NCC can only process requests from official LIRs, so if we r a message at this mailbox without a "regid", we assume it's from an end user and reject it.

Please note also that the hostmaster mailbox is ticketed (much like the new-lir mailbox) to help us keep of the requests. When you send in a new request, we will assign a ticket number to it. You should then a use that same ticket number for any messages exchanged about that same request. Every **new** request ne **different** ticket number, so please send new requests without any ticket number attached to have a new assigned. If there are errors in your first request our syntax checking robot will send you a reply prompti to adjust your request. After editing your request, submit it again under the same ticket number. Once it of major errors you will receive an e-mail saying it has been passed to the hostmaster wait queue and is to be processed. For help with the hostmaster auto mailbox please read "Hostmaster auto mailbox Help located at: http://www.ripe.net/ripencc/mem-services/registration/status.html

Your request usually will be handled in a few days, depending on the size of the wait queue. It is possibl check the current status of your request at: http://www.ripe.net/cgi-bin/rttquery

After you have sent in your first request for an address space assignment and a RIPE NCC hostmaster h approved it, we will allocate a /20 block of addresses (4096 IP addresses) to your LIR. To be fair to all L this amount is the same for each new LIR, (unless its first assignment is larger than this block). You can announce this prefix to your transit provider.

We will at the same time also make the first assignment for you. This means we will update the database inform you about the address space we have assigned. We will take the assigned range out of the beginn your allocated block.

But please note that even though you will now have an allocated block from the RIPE NCC, you cannot any assignments from this range initially without consulting the RIPE NCC for approval. To make you familiar with the LIR procedures and to provide additional support in your start-up phase, we follow a "l holding" procedure for all new LIRs.

Each new LIR receives an "assignment window" (AW). This AW is initially 0. This means that you cann make any assignment without prior approval from the RIPE NCC.

After the first request, please continue to send all requests for address space to the RIPE NCC for approv We would like to see a ripe-141 form (European IP Address Space Request Form) completed for every request for address space that you receive. This applies to requests from your customers as well as for ac space you may need for your internal network. We always expect you to include your own comments an evaluation results in every request you send to us. We will then approve the request or recommend the assignment of a different amount of address space. If we approve the assignment, we will send you a me notifying you of this, and you will then have to enter the information about this assignment into the data (We only enter the first assignment for you to give you an example, after that, you must enter all assignm into the database yourselves.)

This procedure will only last for a short period of time until we are confident that you are familiar with t registration procedures. We will then increase your assignment window so that you can make assignmen to a certain size without requesting approval. For example if we have seen several requests for /25's and from you, we might raise your assignment window to a /25. This means that you can then assign up to 1 addresses to any customer in a one year period. If a customer with a /25 requests additional address spac will have to send this request to the RIPE NCC for approval.

All of these issues are described in more detail in European Internet Registry Policies and Procedures.

6. Training Courses

The start-up fee paid by new LIRs is used (among other things) to fund the LIR training courses. This is day course (though it might be expanded to more days in the future) that explains the RIPE database, IP address policies, reverse delegation, the routing registry and other issues. The training course is only ope LIRs and is given by RIPE NCC staff members. We strongly recommend that new LIRs send one or two their staff members to this training course. There is no additional cost for attending this course.

Please see: http://www.ripe.net/ripencc/mem-services/training/index.html for information on the locatio dates of future LIR training courses.

Appendix A

Please fill in this form and return it to <new-lir@ripe.net>, or fill in the online New Local Internet Regis application form located at:

http://www.ripe.net/ripencc/new-mem/newlir-form.html

Information about how to fill out each field in the application form is presented below. Please DO NOT this entire document, but only the filled out form itself (between the "cut here" marks). You can find an example of a filled out form at the end of this appendix. In addition to the form, we ask a few general questions. Please answer these and send them together with the completed form. The RIPE NCC may al for further information about your LIR's plans and routing set-up.

--- cut here ---

regid:
org:
type:
Community Served:
address:
country:
admin-c:
tech-c:
phone:
fax-no:
e-mail:
remark:
lst-localir:
lst-contrib:
bill-addr:
bill-mail:
bill-ref:
bill-vatno:
bill-proto:
bill-categ:
bill-scheme:
bill-remark:
reg-ack:
services:

Questions:

1. Does the organisation already operate a Local Internet Registry in the RIPE NCC region or is the organisation a member of ARIN or APNIC?

If yes, please give us a short explanation why an additional LIR in the RIPE NCC region has to be opene

2. Does the organisation already use address space from an upstream provider or from a PI block of addresses? Please list it here. Please only list address space being used for the organisation's own interna network, and not address space being used for customers (other than dial-up or web servers). Please incl address space for the entire organisation, not just this subsidiary. Please explain whether the address spa be returned after the new LIR is set up.

3. What type of organisation is this and what services or products do they provide?

Please list the kind of services you offer (like ADSL, Dial-up, Web hosting, VOIP etc.)

4. What are the main reasons for becoming an LIR, rather than requesting address space from the upstre provider?

5. Please tell us who your transit providers / peers will be?

6. How much address space does the organisation expect to need in the next year or so?

We would like to know how much address space your LIR will be needing in the next 2 years. We woul
to have a deployment plan on how you will be using the address space allocation. The plan should incluc
list of events that will lead to the use of the allocated addresses, along with the dates that the events will
Please try to give us an estimate in a 2 year time frame, not just the next couple of months.
The deployment plan does not have to be in the same format as the table above but it has to provide the s
information. This information will be handled in strict confidence and may also be of aid to your first ad
space request.

-- cut here --

If possible, please send completed forms by e-mail! Sending in handwritten forms will delay processing considerably!

The RIPE NCC publishes the fields marked "Published in LIR List" on http://www.ripe.net/ripencc/mem-services/general/indices/data/ for reference of those trying to contact a particular registry.

Any questions about this form should be directed to <new-lir@ripe.net>.

Description of all the individual fields:

Registry Identifier (regid)

regid: This string uniquely identifies an LIR. The format is <cc>.<name> where <cc> is the ISO 3166 c
code where the LIR is located and <name> is a somewhat descriptive identifier unique within the countr
an LIR services several countries, please choose the country where the LIR has its main office. Please n
that this is only an administrative identifier and is not necessarily associated with your business. The RII
NCC may change the regid if it resembles another regid closely.

If you want to change the regid after the LIR has been set up, the RIPE NCC will charge an extra set up
any administrative overhead.

Mandatory, Single Line Only, Single Attribute per Object, not Published in the LIR List.

Organisation Name

org: A short descriptive name of the organisation running the LIR. It is used in lists and wherever a shor
description is appropriate.

Mandatory, Single Line Only, Single Attribute per Object, Published in the LIR List.

LIR Type

type: The type field specifies whether this is a PROVIDER LIR that will be assigning addresses to custo of theirs, or if this is an ENTERPRISE that will only be assigning addresses within its organisation. Plea in either "ENTERPRISE" or "PROVIDER" in this field.

Mandatory, Single Line Only, Single Attribute per Object, Published in the LIR List.

Community Served

community: A short and concise description of the community served by this LIR. For service provider something like "The LIR will serve customers of <foo> organisation, an Internet service provider in cou NN AA BB and CC serving mainly <bar> type customers." is sufficient. Please also indicate whether yo prepared to serve those not buying any other service from you. Use multiple lines for longer text.

Mandatory, Multi-Line Attribute, Published in the LIR List.

Postal Address

address: The full postal address of the LIR. This should be exactly what is needed to deliver postal mail including the name of the organisation and the country. Multiple lines are represented by multiple 'addre attributes.

Mandatory, Multi-Line Attribute, Published in the LIR List.

Countries Served

country: The countries to which this LIR assigns addresses, or provides services. Please use two-letter I 3166 codes. Note that there can be multiple country codes in this field.

Mandatory, Single Line Only, Published in the LIR List.

Administrative Contact

admin-c: A reference to the RIPE database object of the person(s) administratively responsible for the L The preferred form is the full name, followed by the NIC handle* (in brackets). An e-mail address is not sufficient here. Please check if the person you are entering as an admin-c or tech-c is registered in the RI database. If not, then register the contacts in the RIPE database first before you submit the application.

* Please see below for more information.

Mandatory, Published in the LIR List.

Technical Contact

tech-c: A reference to the RIPE database object of the person(s) executing the LIR work. The preferred the full name, followed by the NIC handle (in brackets).

* Please see below for more information.

Mandatory, Published in the LIR List.

* PLEASE NOTE: We need the administrative and technical contact persons (admin-c and tech-c) mer in the LIR form registered in the RIPE database. We would appreciate it if you send in templates for the: persons to the database first. (See RIPE NCC Database Documentation on creating a new database objec The RIPE NCC may ask you to clean up old or duplicate person objects that have become invalid.

Telephone Number

phone: The general phone number to be called on LIR matters. If more than one is listed the preferred o should be listed first. Format is +<countrycode> <number> [ext <extension>]. Extensions should only b mentioned explicitly if they cannot be dialed directly.

Mandatory, Published in the LIR List.

Telefax Number

fax-no: The general FAX number to be used for LIR matters. If more than one is listed the preferred one should be listed first. Format is +<country code> <number> [ext <extension>]. Extensions should only t mentioned explicitly if they cannot be dialed directly.

Optional, Published in the LIR List.

Electronic Mail Address

e-mail: The general electronic mail address to be used for LIR matters. This has to be in RFC 822 forma When using a temporary e-mail address, please update it by sending us the new address as soon as it is operational.

Mandatory, Published in the LIR List.

Remarks

remark: Any useful remarks in free form text.

Optional, Multi-Line Attribute, Published in LIR List.

Local Registries Mailing List

lst-localir: The e-mail addresses to be added to the mailing list of all "Local Internet Registries". This lis used to make general announcements. Relevant discussions about LIR issues are held on the lir-wg mail (Local IR working group). At least one address is required to be subscribed to the LIR mailing list. It is recommended that LIRs follow the lir-wg as well, since normally policies are discussed in this forum. W therefore subscribe the address supplied here to both mailing lists. To change the mailbox subscribed to localir mailing list, please write to <hostmaster@ripe.net>. To change the mailbox subscribed to the lir- to unsubscribe from this list, please mail <majordomo@ripe.net>.

Mandatory, Not Published.

General Assembly Mailing List

lst-contrib: The addresses to be added to the mailing list of the "RIPE NCC General Assembly". This Assembly consists of all organisations contributing to RIPE NCC funding and discusses formal aspects RIPE NCC operation such as the budget and charging.

Mandatory, Not Published.

Billing Address

bill-addr: This is the full postal address to send billing-related information. It should contain the name c responsible person. If no person is mentioned in the billing address, the admin-c of the LIR will be listec billing contact.

Mandatory, Multi-Line Attribute, Not Published.

Electronic Billing Address

bill-mail: This is the e-mail address to send billing-related information.

Mandatory, Not Published.

Billing Reference

bill-ref: This is some text that will be included in any bill for reference by the customer, e.g. purchase o
numbers.

Optional, Single Line Only, Single Attribute per Object, Not Published.

VAT Number

bill-vatno: This is the VAT number that is required for billing LIRs inside the European Union without
Added Tax. If we do not have this number, Dutch VAT will be billed. If your LIR has no billing address
EU, please write ***outside EU***.

Optional, Single Line Only, Single Attribute per Object, Not Published.

Billing Preference

bill-proto: The RIPE NCC sends all invoices out by MAIL and E-MAIL. If you state E-MAIL ASCII in
field, the RIPE NCC will additionally e-mail the invoice to the bill-mail address in ASCII format.

Optional, Single Line Only, Single Attribute per Object, Not Published.

Billing Category

bill-categ: This is the current billing category. All new Local Internet Registries will have the initial bill
category set to 'SMALL'. Please state 'ENTERPRISE' if this is an enterprise LIR making assignments
within its own organisation.

Mandatory, Single Line Only, Single Attribute per Object, Published in LIR List.

Billing Scheme

bill-scheme: This is the applicable billing scheme. YEARLY is the normal billing scheme. HALF YEA and QUARTERLY are possible by special prior arrangements, but an extra fee is charged. The string LA after the scheme indicates that we agreed that invoices due in December can be paid in January. See the procedure document RIPE NCC Billing Procedure and Fee Schedule for details of applicable charges, et

Mandatory, Single Line Only, Single Attribute per Object, Not Published.

Billing Remark

bill-remark: Any useful remarks concerning billing.

Optional, Multi-Line Attribute, Not Published.

LIR Acknowledgments

reg-ack: This controls the verbosity of acknowledgments of address space requests sent to the LIR. The acknowledgments contain information about your address space requests such as the assigned ticket nun and the processing priority. You can choose to receive a 'LONG' acknowledgment, with more detailed explanation if you state 'LONG' in this field. If you opt for a shorter acknowledgment, which will conta the necessary information, you may write 'SHORT'.

Optional, Single Line Only, Single Attribute per Object, Not Published.

Services

services: This field will show our hostmasters what kind of services your organisation offers (like VOIP ADSL, xDSL, GPRS, Leased Lines, and Dial-up etc.).

Optional, Multi Line Attribute, Not Published

Sample Form

regid: nn.example

org: E.X.Ample Net

type: PROVIDER

community: The LIR will serve customers of E.X. Ample Networking Ltd., an internet service provide NN AB serving mainly x-type customers. We will also serve those not buying other services from us.

address:

E.X. Ample Networking Ltd.
LIR Sq.
NN-1822 Internet City
Northern Nowhere

country: NN AB

admin-c : Ad Ministrator (AM999-RIPE)

tech-c : Joe Technical (JT1234)

phone: +12 345 6789

fax-no: +12 345 9876

e-mail: LIR@anet.nn

remark:

lst-localir: LIR@anet.nn

lst-contrib: ad.ministrator@anet.nn

bill-addr:

E.X. Ample Networking Ltd.
Ad Ministrator
LIR Sq.
NN-1822 Internet City
Northern Nowhere

bill-mail: ad.ministrator@anet.nn

bill-ref: PO4711

bill-vatno: NN-9876 5432 1 00

bill-proto: E-MAIL ASCII

bill-categ: SMALL

bill-scheme: YEARLY

bill-remark:

reg-ack: LONG

services: ADSL, Webhosting, Dial-up

Questions:

1. Does the organisation already operate a Local Internet Registry in the RIPE NCC region or is t organisation a member of ARIN or APNIC? If yes, please give us a short explanation why an add LIR in the RIPE NCC region has to be opened?

No.

2. Does the organisation already use address space from an upstream provider or from a PI block addresses? Please list it here. Please list only address space being used for the organisation's own internal network, and not address space being used for customers (other than dial-up or web serv Include address space for the entire organisation, not just this subsidiary. State whether the addre space will be returned after the new LIR is set up.

193.0.0/19 allocated to sn.ample, out of this 193.0.10/23 is being used for the Northern Nowhere netwo which will be returned when the new LIR receives its own allocation.

3. What type of organisation is this and what services or products do they provide? Please list the kind of services you offer (like ADSL, Dial-up, Webhhosting, VOIP etc.).

We are a new service provider in xx. We offer Dial-up, webhosting and leased line connectivity to mainl business customers.

4. What are the main reasons for becoming an LIR, rather than requesting address space from th upstream provider?

We want to use BGP and connect to 2 upstream providers.

5. Please tell us who your transit providers / peers will be?

Nl.bluelight (ASxxx) and zz.example (ASyyy)

6. How much address space does the organisation expect to need in the next year or so?

We would like to know how much address space your LIR will be needing in the next 2 years. We woul to have a deployment plan on how you will be using the address space allocation. The plan should inclu list of events that will lead to the use of the allocated addresses, along with the dates that the events will Please try to give us an estimate in a 2-year time frame, not just the next couple of months.

Below is an example of a deployment plan:

Planned Operational Date	Date Equipment Ordered	Type of Equipment	Number of Hosts	Location
08/2000	06/2000	Backbone routers	254	Paris
12/2000	07/2000	modems for POP	768	London
03/2001	09/2000	modems for POP	512	Berlin
10/2001	07/2001	Cable modems	254	Madrid
02/2002	11/2001	Routers and Modems for leased lines	1024	Lisbon
05/2002	02/2002	modems for POP	512	Rome

The deployment plan does not have to be in the same format as the table above but it has to provide the information. This information will be handled in strict confidence and may also be of aid to your first ad space request.

