

How To Update The WHOIS Contact Information

This article is for accounts using CHI. [Does this apply to my account?](#)

This article will explain how to access and use the Domains/WHOIS portion of the CHI platform.

- 1. Log in to your CHI account at <https://chi.westhost.com/>
- 2. Click on the Domains button on the bar on the left side of the page.
- 3. In the Domains list on the Left side fothe screen select the domain you want to edit.
- 4. In the Domains section menu click the WHOIS contacts tab.
- 5. Here you can edit the RegistrantContact, AdminContact, and TechContact Information.
- 6. Save any changes by clicking the Save Changes button at the bottom.
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4. In the Domains section menu click the WHOIS contacts tab.

The screenshot displays the CHI platform's interface for editing WHOIS contact information. The top navigation bar includes tabs for Overview, Buy, Manage, DNS, WHOIS, WebDiversion, SiteLock, and Transfer. The 'WHOIS' tab is highlighted with a red arrow. The main content area is titled 'Registrant Contact' and contains several input fields: Name, Email Address, Telephone Number, Fax Number, Address 1, Address 2, and Country. A red arrow also points to the 'Name' field. On the right side, there is an 'About WHOIS' section with a text box explaining that ICANN requires valid contact information to be listed for every domain name and that this information is publicly available unless domain privacy is added.

5. Here you can edit the RegistrantContact, AdminContact, and TechContact Information.

Please be aware that ICANN does require valid contact information to be used at all times. After a change to the WHOIS contact information, a verification email will be sent to the WHOIS contact email address and must be completed to prevent continuous access to the domain.

6. Save any changes by clicking the Save Changes button at the bottom.

If you have any problems updating your WHOIS contact information, please feel free to [contact us](#).

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