NEW gTLD PROGRAM: 2026 ROUND

TLD Application Management System (TAMS)

TAMS Applicant User Guide

30 April 2026

Version 1.1

ICANN

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Introduction

What is the TLD Application Management System (TAMS)?

TAMS is the online system used to apply for a new generic top-level domain (gTLD) through ICANN's New gTLD Program: 2026 Round. You can access TAMS by signing up yourself, or by accepting an invite from another user. Either way, you need an ICANN account to log in. An ICANN account is a single login used to access ICANN's systems and services. If you have ever signed up for an ICANN Public Meeting or another ICANN service, you likely already have an ICANN account.

How TAMS Fits Into the Applicant Journey

TAMS is the system you use to submit and manage your gTLD application. You'll use it most during the Application Submission stage of the applicant journey to set up your organization and complete your application.

After you submit your application, you'll continue to use TAMS to send inquiries to ICANN, respond to questions, monitor your task queue, track the status of your application(s), and submit change requests if your information changes.

For a full overview of the applicant journey, see the New gTLD Applicant Journey.

About This User Guide

This user guide explains how to use TAMS to submit and manage your gTLD application. It covers setting up your organization, submitting an application, making payments, and communicating with ICANN through the system.

This guide is intended for applicants and their designated TAMS users. For information about roles and what each user can do in TAMS, see Roles and Permissions.

> **Note:** This guide covers the initial stages of the application process. ICANN will update it with guidance for later stages as the program progresses.

Understanding the TAMS Structure

Because TAMS is a complex system with many independent steps, it is helpful to understand how the system is organized before you begin. When you log in, you will land on your Applicant Dashboard, which serves as your home screen for viewing your organizations, applications, messages and tasks.

From the dashboard, your work in TAMS is divided into a few main areas:

- Before applying, you must create your legal entity in the system, manage your stakeholders, and fill in the financial capability form.
- As soon as your organization is marked complete, you can start your application, enter your string details, and answer the required question sets.
- After you submit your application, you will find your invoice number and monitor the payment status.
- You will use your **Applicant Dashboard** to view your task queue, and use the messaging inbox to view notification, and send and respond to inquiries from ICANN throughout the evaluation process.

Support and Feedback

For questions, feedback, or technical issues:

- Before you submit an application, contact globalsupport@icann.org.
- After you submit an application, you can send application-specific inquiries to ICANN through TAMS. General questions should be sent to globalsupport@icann.org.

Getting Started in TAMS

Register and Log in

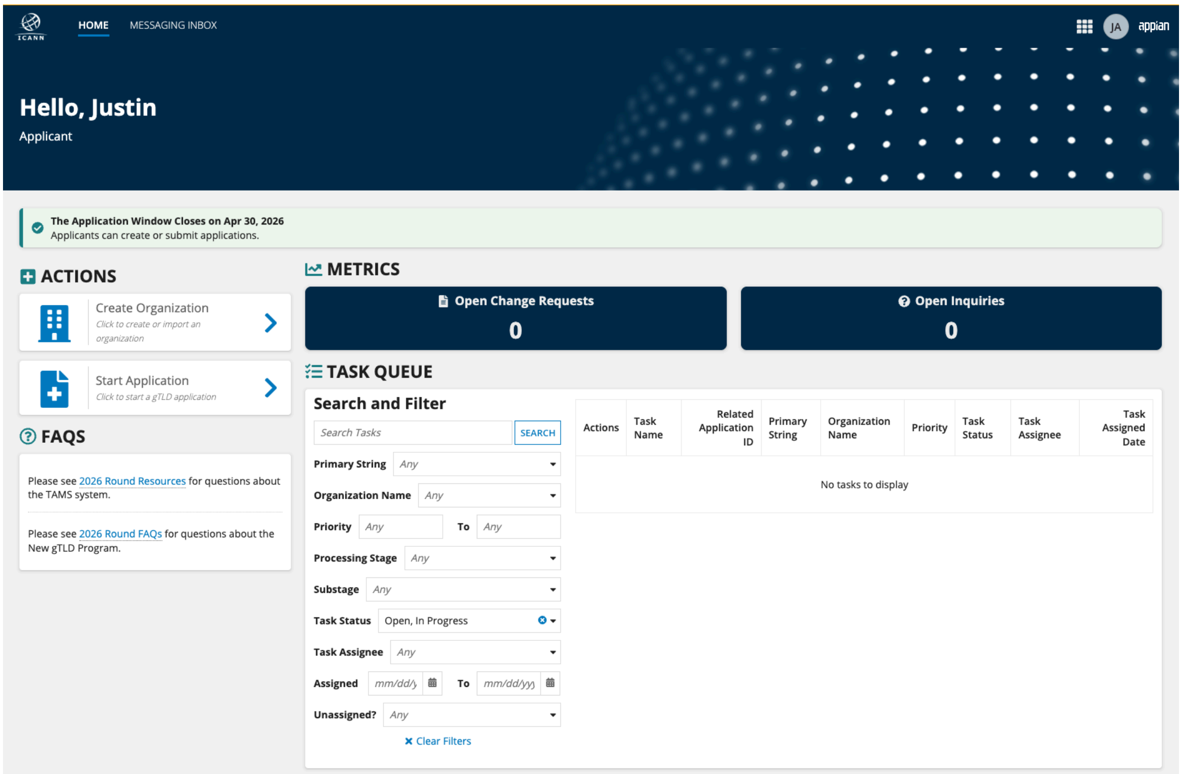
For Applicant Support Program (ASP) users**:** If you are a fully approved ASP applicant and need to import your organization to TAMS, see section Import an ASP organization.

To register and log in:

1. Create an ICANN account or log in with an existing ICANN account.
2. Enable multi-factor authentication.
3. From your ICANN account home screen, click the **New gTLD Apps** tile.
4. Click the **New gTLD Applicants** tile to enter TAMS.
5. Acknowledge New gTLD Program: 2026 Round Terms and Conditions, ICANN Privacy Policy, New gTLD Program: 2026 Round Privacy Policy, ICANN electronic Terms of Service, and TAMS Terms of Use.

Your Applicant Dashboard

After logging in to TAMS, you will be taken to the Applicant Dashboard (Home screen). Here you can view your organization, applications, and tasks. To return to the dashboard at any time, click the **HOME** tab or the ICANN icon.



> **Note:** The screenshot does not reflect the accurate closing window date. The application submission window closes 12 August 2026.

Now that you're logged in, your first task is to set up your organization.

Using TAMS

Saving Your Work

You can navigate through the TAMS tool, make edits, and save changes before submitting an application. Every form in TAMS has the same buttons at the bottom:

- **NEXT** - moves you to the next section of the form.
- **SAVE & CLOSE** - saves your work and lets you return to it later. Save & close will be disabled if any field has an invalid entry. Examples: too many characters, or letters typed in a numbers-only field. Scroll to the bottom of the form if you cannot see these buttons.
- **CANCEL** - returns you to the applicant dashboard without saving any changes.
- **GO BACK** - returns you to the previous page.

> **Note:** If you use multiple browser windows or tabs to access forms, you may receive a warning that the organization or application is currently being edited. To proceed, select **Close Other Sessions** and click **CONTINUE**. This message may also appear if you leave a form without using the system navigation buttons like **Cancel** or **Save & Close**. Avoid using the browser navigation buttons (e.g., back and forward).

Required Fields

Fields marked with an asterisk (*) or labelled Required must be filled in. You can skip them and come back, but you will not be able to submit your application until all of them are complete. Unless otherwise directed in TAMS, we require all field responses in English.

Session Time-Outs

Your session times out after four hours of inactivity. Before your session ends, a warning dialogue will appear and will give you the option to extend your session.

> **Note:** TAMS does not auto-save your work, so save your work often to avoid losing progress.

Document Uploads

When you need to attach a document to a form:

- Files must be PDF format only unless otherwise indicated. Maximum size: 5 MB.
- Keep documents to 10 pages or fewer.
- You can attach up to five documents to questions that allow adding multiple attachments. Click ‘Add a new document’ for each one.
- To remove a document from the document library, click the red X in the last column.
- Each document row must include the original document, document title, and language.

Document Translation and Certificates

When submitting documents translated from a non-English original, applicants must include a certificate of translation accuracy for each translated document. Doing so can speed up document review. A certificate must be written in English and include:

- Translator’s qualifications.
- Statement confirming completeness and accuracy.
- Identification of the document and source language.
- Translator’s name, signature, and date.

No notarization is required. The certificate must be submitted as a PDF.

Zoom and Screen View

The sections of the TAMS dashboard cannot be resized. If the Messaging Inbox is not visible, click the three horizontal lines (menu icon).

Set Up Your Organization

Before you can submit an application, you need to create an Organization in TAMS.

Create an Organization

Your organization is the legal entity submitting the application. For example, your company or institution.

> **Note:** If you intend to submit more than one application, your Organization Information and Financial Information will be locked after you submit your first application. Make sure your Organization Information is correct and your Financial Information includes all applications you intend to submit before you submit your first application. Once your first application is submitted, changes will be limited to those required due to Legal Compliance Check results, or to change primary users. After String Confirmation Day, you can submit a Change Request for your Organization or Application if any additional information needs to be updated.
>
> For more information, see section 3.1.3 Application Questions of the Applicant Guidebook.

To create an organization:

1. Go to the **Applicant Dashboard**.
2. Click **Create Organization**.
3. Under **Organization Information** fill in all required fields.

   > **Warning:** If you are a current registry operator (RO) and intend to apply for a variant TLD of a delegated gTLD that you operate, you must use the same entity name as reflected in the corresponding Registry Agreement for that gTLD. Non-registry operator applicants: Please follow the directions as-is; use Limited Liability Company instead of LLC.

4. Click **NEXT**.
5. Under **Payments**, enter your payment details. If you do not have a SWIFT code, enter eight zeros (00000000). A SWIFT code is required to receive any refund from ICANN (e.g., pro-rated refunds or volume refunds).
6. Click **NEXT**.
7. Under the Form Summary, review your answers.
8. Click **NEXT**.
9. Under **Review & Submit**, click **CHECK COMPLETENESS** to find any missing or invalid answers.
10. Click **SAVE & CLOSE**. After saving, you can return to the Applicant Dashboard or manage stakeholders. As soon as all required questions are answered, the organization status will be shown as complete, otherwise it will be shown as incomplete.

Managing stakeholders is the recommended next step.

Import an ASP Organization

Fully approved ASP applicants can make changes to their stakeholder and organization information in the ASP system until 30 April 2026. After which, they will need to import their information to TAMS to make any changes. If you are a fully approved ASP applicant, you must import the ASP organization to receive your supported status and the discounted application fee in TAMS. For help, view the demo video [TAMS: Importing an ASP Organization into TAMS].

> **Note:** Only a primary user (PU-1 and PU-2) can import an ASP organization to TAMS.

To import an ASP organization:

1. Log in to TAMS as the primary user (PU-1 and PU-2) with the same ICANN account used to access the ASP Application System.
2. Click **New gTLD Applicants**.
3. Click **Create Organization**.
4. Select the imported Organization.
5. Click **SELECT**.
6. Click **YES.**
7. Verify the information from the import and update any incomplete information.

Update Your Organization

You can update organization details at any time before submitting the application.
To update an organization:

1. Go to the **Applicant Dashboard**.
2. Select an Organization.
3. Click the **Summary** tab.
4. Click **UPDATE ORGANIZATION**.
5. Update the forms for each section as needed.
6. Click **Review & Save**.
7. Click **CHECK COMPLETENESS**.
8. Click **SAVE & CLOSE**.

View Your Organization

To view an organization:

1. Go to the **Applicant Dashboard**.
2. Under **Organizations**, click the organization name.

Manage Stakeholders

Add Stakeholders

Stakeholders are the people connected to the applying organization. They must be added before you can submit an application. You will be added as the first primary user of the organization when you create it, and will need to provide at least a second primary user and one billing point of contact to complete the organization's stakeholders. For information about roles and permissions, see Appendix A: Roles and Permissions.
To add a stakeholder:

1. Go to the **Applicant Dashboard**.
2. Select an Organization.
3. Click **Manage Stakeholders**.
4. Fill in the required fields for each stakeholder type.
5. Under **Review & Save**, click **SAVE & CLOSE**. A red warning icon will appear next to any stakeholder with missing information.
6. Click **YES** to confirm.

Invite Stakeholders to be System Users

As soon as your organization status is shown as complete, an invitation will be sent to the second primary user (PU-2). As a primary user (PU-1), you can optionally invite up to five additional users to allow them to log in to TAMS and access your organization and application information.

Invited users will receive an email with a unique link to accept the invite. For security reasons, do not forward or share this link, as it provides access to sensitive organization and application information. If this link is forwarded or shared, ICANN is not responsible for any unauthorized access to your application that may result.

To invite stakeholders to be system users:

1. Go to the **Applicant Dashboard**.
2. Select the Organization.
3. Click the **Stakeholders** tab.
4. Find the stakeholder you want to invite.
5. In the "**Is System User?**" column, click **invite user**. The stakeholder will receive an email invitation and has 72 hours to accept it. If the invitation expires, they will need to be re-invited.

After accepting the invitation, the stakeholder is asked to follow the steps outlined in Register and Login. As soon as the users are added as system users, the "**Is System User?"** column will update from **No** to **Yes**.

Remove an Additional User's Access to the Organization

To remove access from an additional user:

1. Go to the **Applicant Dashboard**.
2. Select the Organization.
3. Go to the **Stakeholders** tab.
4. Find the stakeholder in the "Is System User?" column.
5. Click **UNINVITE USER**.
6. Click **CONFIRM** on the pop-up.

As soon as the user is removed, the user's status changes to No. You can invite them again later if needed.

Replace a Primary User (PU-1) and (PU-2)

Before submitting an application, the primary user (PU-1) must contact Global Support to replace a PU-1 or PU-2 (if the invitation has already been accepted). This includes:

- Revoke access for the target primary user (PU-1 or PU-2) from the organization.
- Enter a new email address and invite the new primary user to the system.

If the outgoing primary user wants to remain a system user within the organization, the new primary user can add them as a stakeholder and send them an invitation. After the application has been submitted, the primary user can send an inquiry.

Fill In the Financial Capability Form

To fill in the financial capability form:

1. Go to the **Applicant Dashboard**.
2. Select the Organization.
3. Click the **Summary** tab.
4. Under actions, click **Create Financial Capability Profile**.
5. Fill in the required information for each section.
6. Click **CONFIRM**.
7. Under **Review & Save**, click **SUBMIT** to check for errors.
8. Click **SUBMIT** again to finish.

As soon as your **Organization, Stakeholders,** and **Financial Capability Profile** show a status of **Complete**, you're ready to start your application.

Application Submission

Before You Begin

Review the following:

- Check that your string doesn't appear on the Blocked or Reserved Names Lists. TAMS will flag this automatically, but it's worth checking in advance. See sections 3.1.8.1 Blocked Names Identification and 3.1.8.2 Reserved Names Identification of the Applicant Guidebook.
- Use the Name Collision Observatory to assess the risk of name collision. Name Collision refers to the situation in which a resource name that is intended to be resolved in one naming system is inadvertently resolved in a different naming system, potentially leading to unexpected behavior such as communication being disrupted or redirected from its intended recipient. It should be noted that the magnitude data for an applied-for string is only one of several factors that will be considered in the Name Collision Initial Assessment. Both quantitative data and qualitative aspects will be considered when assessing the risk associated with that string in the 2026 Round TLD application process. Applicants should not assume that if this tool indicates a low volume of queries for a string, the string will be assessed during the application process as safe to be delegated. For more information, see section 7.7 Name Collision in the Applicant Guidebook.
- You can potentially reduce the instances of string contention by designating a replacement string alongside your original choice of string. You cannot add one after submitting the application. See section 5.1.2 Replacement String Eligibility in the Applicant Guidebook.
- If your string fails validation in TAMS and you believe a factual error has occurred, you can dispute the result by clicking **Create Challenge for String Validation**. Challenges must be submitted no later than 14 days before the close of the application submission period. Challenges submitted after this point will not be accepted. For more information, see section 3.1.8 Pre-Submission String Validations in the Applicant Guidebook.

Apply for a New gTLD String

To apply for a new gTLD string with no variants:

1. Go to the **Applicant Dashboard**.
2. Click **Start Application.**
3. Select the Organization.
4. Click **CONTINUE**.
5. Click **Start Blank Application**.
6. Click **CONTINUE**.
7. Select **I am applying for a new gTLD string with no variants**.
8. Enter the required information.
9. Click **CHECK MY STRING.**
10. Click **CONTINUE**.
11. Click **CONFIRM**.
12. Enter the required information.
13. Click **CONFIRM.**
14. Fill in the required information for each section (for example: TAMS.0. Applicant Organization Information, TAMS.1. Primary String, etc.)
15. Under **Review & Save**, click **CHECK COMPLETENESS.**
16. Click **SAVE & CLOSE.**

> **Warning:** Make sure there are no missing or invalid responses on your application. After which, be sure to proceed with the following steps to submit your application, otherwise it will not be considered in the program.

17. Go to the **Applicant Dashboard.**
18. Select the newly created application.
19. Click **SUBMIT APPLICATION** at the top of the application landing page.

> **Caution:** The "Submit Application" button could take up to five minutes to appear. Do not use the browser back or refresh button during this time.

20. Click **SUBMIT**.

> **Warning:** As soon as you submit your application, the organization, stakeholders, and financial information are locked. Make sure the information you provided is correct and related to the additional applications if you intend to submit more than one. After an application has been submitted, changes must be made through a Change Request.

21. Click **YES** to confirm.

Apply for a New gTLD String With Variants

A variant is a string considered the "same" as another string by the relevant script community, as defined by the Root Zone Label Generation Rules (RZ-LGR) for top-level domains. For more information, see section Question Set 6: Variant String(s) in the Applicant Guidebook.

You can use ICANN's LGR Tool at lgrtool.icann.org to identify your allocatable variant strings before entering them in TAMS. For more information, see section 3.1.8.3.1.3 Choosing Primary and Variant Strings Using the RZ-LGR in the Applicant Guidebook.

To apply for a new gTLD string and variant(s) for that new gTLD string:

1. Go to the **Applicant Dashboard**.
2. Click **Start Application.**
3. Select the Organization.
4. Click **CONTINUE**.
5. Click **Start Blank Application**.
6. Click **CONTINUE**.
7. Select **I am applying for a new gTLD string and variant(s) for that new gTLD string.** If your string fails validation, a red warning message will appear. You can dispute the result by clicking **Create Challenge for String Validation**.
8. Enter the required information.
9. Click **CHECK MY STRING.**
10. Click **CONTINUE**.
11. Click **CONFIRM**.
12. Enter the required information.
13. Click **CONFIRM.**
14. Fill in the required information for each section (TAMS.0. Applicant Organization information, TAMS.1. Primary String, etc.)
15. Under **Review & Save**, click **CHECK COMPLETENESS.**
16. Click **SAVE & CLOSE.**

> **Warning:** Make sure there are no missing or invalid responses on your application. After which, be sure to proceed with the following steps to submit your application, otherwise it will not be considered in the program.

17. Go to the **Applicant Dashboard.**

18. Select the newly created application.
19. Click **SUBMIT APPLICATION** at the top of the application landing page.

> **Caution:** The "Submit Application" button could take up to five minutes to appear. Do not use the browser back or refresh button during this time.

20. Click **SUBMIT**.

> **Warning:** As soon as you submit your application, the organization, stakeholders, and financial information are locked. Make sure the information you provided is correct and related to the additional applications if you intend to submit more than one. After an application has been submitted, changes must be made through a Change Request.

21. Click **YES** to confirm.

Apply for Variants of an Existing gTLD String

This option is available only to existing registry operators that operate gTLDs with allocatable variants. Registry operators will be required to answer questions that correspond to their existing registry agreement.

To apply for a variant of an existing gTLD string:

1. Go to the **Applicant Dashboard**.
2. Click **Start Application.**
3. Select the Organization.
4. Click **CONTINUE**.
5. Click **Start Blank Application**.
6. Click **CONTINUE**.
7. Select **I have an existing gTLD string and I am applying for variant(s) for that existing gTLD string.**
8. Select your existing gTLD and enter the required information.
9. Click **CHECK MY STRING.**
10. Click **CONTINUE**.
11. Click **CONFIRM**.
12. Enter the required information.
13. Click **CONFIRM.**
14. Fill in the required information for each section (TAMS.0. Applicant Organization information, TAMS.1. Primary String, etc.).
15. Under **Review & Save**, click **CHECK COMPLETENESS.**
16. Click **SAVE & CLOSE.**
17. Go to the **Applicant Dashboard.**
18. Select the newly created application.
19. Click **SUBMIT APPLICATION** at the top of the application landing page.

> **Caution:** The "Submit Application" button could take up to five minutes to appear. Do not use the browser back or refresh button during this time.

20. Click **SUBMIT**.

> **Warning:** As soon as you submit your application, the organization, stakeholders, and financial information are locked. Make sure the information you provided is correct and related to the additional applications if you intend to submit more than one. After an application has been submitted, changes must be made through a Change Request.

21. Click **YES** to confirm.

Copy an Existing Application

You must have at least one drafted or submitted application in order to copy their information into a new drafted application.

To copy an existing application:

1. Go to the **Applicant Dashboard**.
2. Click **Start Application.**
3. Select the Organization.
4. Click **CONTINUE**.
5. Click **Copy Existing Application**.
6. Click **CONTINUE**.
7. Select the gTLD string type.
8. Enter the applied-for gTLD string.
9. Click **CHECK MY STRING**.
10. Click **CONTINUE**.
11. Click **CONFIRM**.
12. Fill in the required information.
13. Click **CONFIRM**.
14. Select the application you want to copy.
15. Click **CONTINUE**.
16. Select the section(s) of the application(s) you want to copy.
17. Click **CONFIRM**.
18. Click **YES** to confirm.
19. Update the information for each section.
20. Under **Review & Save**, click **CHECK COMPLETENESS**.
21. Click **SAVE & CLOSE**.

> **Warning:** Make sure there are no missing or invalid responses on your application. After which, be sure to proceed with the following steps to submit your application, otherwise it will not be considered in the program.

22. You will be redirected to the application landing page, click **SUBMIT APPLICATION.**

> **Caution:** The “Submit Application” button could take up to five minutes to appear. Do not use the browser back or refresh button during this time. .

23. Click **SUBMIT**.
24. Click **YES** to confirm.

Submit a Replacement String Application

Replacement strings are optional backup strings that may be eligible to replace your applied-for string(s). You can add a replacement string after submitting your initial application, and will need to provide new application responses that correspond to the replacement strings. Any replacement string application must be completed before the application window closes.

After Reveal Day, applicants that provided eligible replacement strings may elect to use the replacement string instead of the primary-applied-for-string. For more information, see section 5.1 Replacement Strings of the Applicant Guidebook.

To submit a replacement string application:

1. Go to the **Applicant Dashboard**.
2. Select the application.
3. Click the **Summary** tab.
4. Click **CREATE REPLACEMENT**.
5. Follow the steps in Copy an existing application, starting from the step Copy Existing Application.

Update an Application Before Submitting

To update an application before submitting:
1. Go to the **Applicant Dashboard**.
2. Select an application in **Drafted** status.
3. Click the **Summary** tab.
4. Click **UPDATE APPLICATION**.
5. Update the required fields per each section.
6. Click **CHECK COMPLETENESS**.
7. Under **Review & Save**, click **SAVE & CLOSE**.

View an Application

To view an application:
1. Go to the **Applicant Dashboard**.
2. In the **Applications** section, you can view the following information for each application:
   - Priority Number (to be assigned after the Prioritization Draw)
   - Application ID
   - Primary String
   - Variant(s)
   - Organization Name
   - Application Flags
   - Application Status
   - Processing Stage
   - Substage
   - Open Inquiries
3. Click the **Application ID** to view the following details:
   - Summary
   - Document Library
   - Related Inquiries
   - Objections
   - Application Comments
   - Related Clarifying Questions
   - Change Requests
   - Challenges Invoices
   - Application Milestones

Payment

Find an Invoice Number

To find an invoice number:
1. Go to the **Applicant Dashboard**.
2. Under **Applications**, click the **Application ID**.
3. Click the **Invoices** tab.

Pay an Invoice

The fee is due upon receipt of the invoice and full payment must be received by ICANN no later than seven days after the close of the application submission period on 12 August 2026. For more information, see sections 3.3.1 gTLD Evaluation Fee and 3.3.6 Payment Methods of the Applicant Guidebook.
The billing point of contact will receive the invoice by email. The invoice includes payment instructions. You can verify the payment status using the Invoices tab in the application summary.

Messages and Tasks

View the Messaging Inbox

To view the messaging inbox:

1. Go to the **Applicant Dashboard**.
2. Click **MESSAGING INBOX**. The inbox shows all messages tied to your organizations and applications.
3. Use the toggle to switch between **all messages** and **my new messages**.
4. For messages, click an **inquiry ID** to open the full message thread and reply.
5. For notifications, click a **notification ID**.

> **Note:** A message is marked as read when any user in your organization responds to it. Unresponded inquiries show a bold Inquiry ID.

Send an Inquiry to ICANN

You can only send a message to ICANN after an organization or application is submitted. Inquiries are visible to all users in your organization. Before submitting an inquiry, confirm you are viewing the correct application or organization.

> **Warning:** Users who collaborate across multiple organizations should be careful, as an inquiry submitted under the wrong application or organization will be visible to all users associated with that organization, which may result in unintended disclosure of information.

To send an inquiry to ICANN:

1. Go to the **Applicant Dashboard**.
2. Select an application or organization. Make sure that you are sending an inquiry from the correct organization or application.
3. Click the **Summary** tab.
4. Click on an **application ID** or **organization name**.
5. Click **CREATE INQUIRY**.
6. Fill in the required fields.
7. Click **SEND TO ICANN**.

Respond to an Inquiry from ICANN

ICANN may send you questions or updates about your application. All users tied to the organization will get an email alert.
To respond to an inquiry from ICANN:

1. Go to the **Applicant Dashboard**.
2. Click **MESSAGING INBOX**.
3. Click on the Inquiry ID.
4. Enter your reply in the text box.
5. Click **SEND TO ICANN**.

View Your Task Queue

When ICANN needs you to take action, a task is added to your queue on the dashboard.
To view your task queue:

1. Go to the **Applicant Dashboard**.
2. Under task queue, click on a task name.

Withdraw an Application

An applicant may withdraw an application at any time prior to its execution of the Registry Agreement with ICANN. For more information, see 3.3.3.1.1 Applicant Withdrawal in the Applicant Guidebook.

Make sure you review section 3.3 Fees and Payments in the Applicant Guidebook before you withdraw an application.

To withdraw an application:

1. Log in as the Primary User.
2. Open the application you want to withdraw.
3. Click **WITHDRAW APPLICATION**.
4. Fill in the required information which includes options for requesting a refund.
5. Click **SUBMIT.**
6. Review the withdrawal acknowledgement summary.
7. Click **SUBMIT**.
8. Click **YES** to confirm.

Appendix

Appendix A: Roles and Permissions

"Primary users" are designated during the application submission process. Additional users may be invited by primary users. Each applicant can designate two primary users and five additional users, for a total of seven users. As soon as stakeholders are added, they are able to take the following actions as primary or additional users:

Actions	Primary users	Additional users
Create an organization.	Yes	No
Draft an application.	Yes	Yes
Submit an application.	Yes	No
Edit sections in the application.	Yes	Yes
View, submit, and respond to inquiries.	Yes	Yes
Invite and uninvite users to the organization.	Yes	No
Submit an organization change request.	Yes	No
Submit an application change request.	Yes	No
Withdraw a submitted application.	Yes	No
Request extended evaluation.	Yes	No
Validate payment information.	Yes	Yes

Appendix B: Glossary

Additional user is a user invited by a primary user to access TAMS. Additional users can draft applications and respond to inquiries but cannot create an organization, submit applications or change requests, or withdraw an application. See Appendix A: Roles and permissions.

Billing point of contact is the stakeholder designated to receive invoices and payment instructions from ICANN.

Change request is a formal request submitted through TAMS to update organization or application information after String Confirmation Day. Only one active change request is permitted at a time.

Clarifying questions are issued by an evaluation panel during the evaluation if additional information is required. Response deadlines are strict. Applicants have seven days to respond to administrative clarifying questions and 21 days to respond to substantive clarifying questions. See section 1.2.12 Clarifying Questions of the Applicant Guidebook.

Conditional evaluation fee is an additional fee payable when an applicant elects or is required to undergo a specific conditional evaluation, such as Community Priority Evaluation. Failure to pay conditional evaluation fees on time can result in disqualification.

Extended evaluation is additional time granted to an applicant to address outstanding concerns identified during evaluation. Extended evaluation must be requested within 15 days of notification of evaluation results. See section 1.2.14 Extended Evaluation and Evaluation Challenge of the Applicant Guidebook.

Messaging inbox is the TAMS inbox where inquiries and notifications from ICANN are received. All users associated with an organization can view messages in the inbox.

Primary users (PU-1, PU-2) are the designated users with full access to create and manage an organization and application in TAMS. PU-1 is the first primary user and can invite one additional primary user (PU-2). The primary users can invite up to five additional users for a total of 7. See Appendix A: Roles and Permissions.

String is the text of the top-level domain you are applying for (for example, .bank or .music). Each application is for one primary string, and may include allocatable variant strings where applicable.

TLD Application Management System (TAMS) is the online system used to submit and manage gTLD applications for the New gTLD Program: 2026 Round. All applications must be submitted through TAMS.

Task queue is the list of actions ICANN requires an applicant to complete, visible on the Applicant Dashboard. Tasks are sorted by date by default.

Appendix C: Application Statuses

The following tables describe the statuses you may see against your organization and application in TAMS. Status labels are displayed on the Applicant Dashboard and in the relevant summary pages.

The table below describes the statuses that may appear against your organization record.

Organization statuses	
Status	**Definition**
Incomplete	Your organization record has been created but not all required fields have been completed. You cannot start an application until your organization shows a status of complete across the three organization sections.
Complete	All required organization information and financial capability profile information has been completely filled out. You can now start an application. You can also edit the organization information up until your first application submission.
Submitted	Your organization information has been submitted along with your first application. You cannot edit your organization information unless you submit a Change Request.

The table below describes the statuses that may appear against your application as it moves through the applicant journey.

Application statuses	
Status	**Definition**
Active	Your application is progressing through the evaluation process as set forth in the Applicant Guidebook.
On hold	The application has pending activities that may impact its progress, for example, accountability mechanisms or objections.
Deactivated	This status is assigned to any application that the applicant did not choose to proceed with following the Replacement String period. Such applications are no longer active in the program and will not advance to evaluation or delegation.
Terminated	The application will not continue in the program and the applicant has exhausted available appeals and challenges.
Pending Termination	The application did not meet the criteria set forth in the Applicant Guidebook and cannot proceed further in the program. An applicant is expected to withdraw its application within 60 days or ICANN may change its application status to Terminated.
Contracted	You have signed a Registry Agreement with ICANN. You can now proceed to onboarding and delegation.
Withdrawn	You have withdrawn your application.

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