Renewals register

A fill-in register for everything a website renews, with the provider, account owner, who pays, renewal date, cost and cycle, auto-renew and sites for each, one row per item.

Fill in one row per item and update it when anything changes. Keep a copy off your computer.

SITE AND REMINDER RULE

Site: _____ Updated: _____ Renewal emails go to: _____

Card on file ends in: _____ Expires: _____ Reminders: 60 and 14 days before every renewal date.

Domain and SSL dates: the owner's manual generator at /design-field-kit/owner-manual/ fills them in.

RENEWALS

Item	Provider	Account owner	Who pays	Renewal date	Cost and cycle	Auto-renew	Sites
Domain						Y / N	
DNS host						Y / N	
Hosting						Y / N	
SSL certificate						Y / N	
Email						Y / N	
Backups						Y / N	
Theme or builder						Y / N	
Plugin						Y / N	
Plugin						Y / N	
						Y / N	

MONTHLY CHECK

- ☐ Reminders set 60 and 14 days before each date.
- ☐ Renewed? Roll its renewal date forward.
- ☐ Card on file valid past every date due soon.
- ☐ Registrant email still reaches a real person.