



Registration Form for the Mail Relay Service

1 of 2

U-M Information Technology Central Services

R1454 • March 2007

1. List the static U-M IP address(es) from which mail will be sent (IP addresses obtained through DHCP will not work with the service).

Static U-M IP address(es): _____

2. Provide an e-mail address for us to contact if we notice a problem with your mail. Because we can register only one address, we encourage use of a group e-mail address with more than one administrator in the group.

Contact e-mail address: _____

This contact address is required to be a member of the directory group **mailrelay.updates@umich.edu** to receive notices of scheduled updates and changes to the mail relay service. (Postmaster will add group e-mail addresses, as groups cannot join themselves.) Note that all changes to the mail relay service will also be posted to the ITCS Service Status Page (<http://status.itcs.umich.edu/>) as a matter of course.

3. Describe the type of device or application at the IP address(es) being registered and why it is not capable of using authenticated SMTP.

4. Please sign below to verify that you have ensured that your device or server is well-protected against viruses and other such security breaches that could compromise it. This is particularly important if other applications on the machine can also send e-mail.

(your name—please print)

(signature)

(date)

(your U-M unit)

Postmaster reserves the right to refuse access to the mail relay service from your IP address(es) without notice if it appears that your machine has been compromised. Postmaster may also refuse access, without notice, for misuse of the mail relay service.

If you have questions, please send e-mail to **postmaster@umich.edu**.

Please fax or send this completed form through campus mail to:

Postmaster
ITCS
Arbor Lakes Building 1, Suite 2700
Campus zip: 48105-3640
Fax: (734) 764-5140

After You Have Registered

1. You will receive an e-mail message confirming that your IP addresses have been registered.
2. After you receive that message, configure your newly registered machines so they use the mail relay service for sending mail. The machine name for the mail relay service is **mail-relay.itd.umich.edu**. You can direct the mail to **Port 25**.