Transferring Domains Between Admin Accounts

There are times when a customer may start under your direct management but later decides they want to manage their own settings, mailboxes, and quotas. Instead of deleting and recreating everything, you can simply **transfer the domain** from your Admin account to theirs.

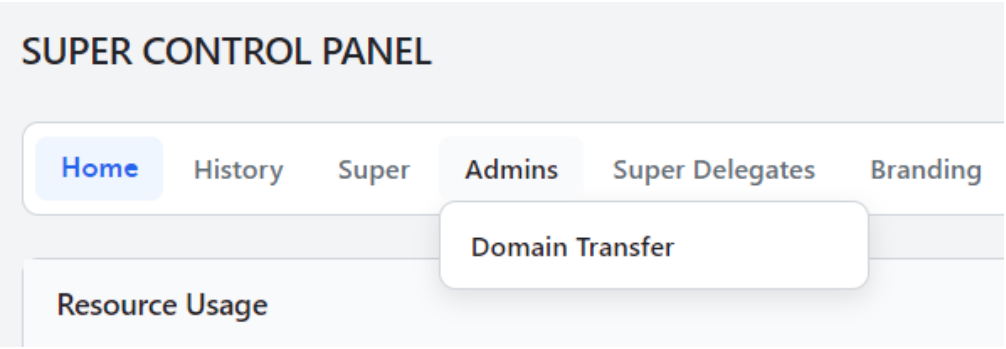
When to Use This Feature

- **Customer Autonomy**: A client wants to manage their own mailbox creation and resource allocation.
- **Account Reorganization**: You are moving a specific domain to a new sub-admin for better organization.
- **White-Label Handoff**: You've finished the initial setup for a client and are now handing over the "keys" to their own dashboard.

How to Move a Domain

The transfer is handled entirely within the **Super Panel** and takes effect immediately.

1. **Navigate to Domain Transfer**: Log into your **Super Panel** and go to the **ADMINS** tab. From the dropdown or side menu, select **Domain Transfer**.
2. **Select the Domain**: You will see a list of domains currently under your management. Choose the domain you wish to move.
3. **Choose the Destination**: Select the destination **Admin account** from the provided list. This is the account that will now have "ownership" and management rights over that domain.
4. **Process the Move**: Click the button to finalize the transfer.



What Happens After the Transfer?

- **Instant Management**: The new Admin will immediately see the domain in their own dashboard.
- **Mailbox Preservation**: All existing mailboxes, aliases, and data associated with that domain remain intact and move with it.
- **Quota Allocation**: The domain will now count against the destination Admin’s domain quota. Ensure the destination Admin has enough "Max Domains" allowed in their settings before you start.

> **Pro-Tip: Resource Check:** Before moving a domain, use the **pencil icon** in the **Admins** list to verify that the destination account has enough available **Mailbox** and **Storage quota** to support the incoming domain's existing users.

Revision #2
Created 2 February 2026 23:20:28 by Admin
Updated 13 April 2026 19:57:37 by Admin