

## **DISCOVER THE SUBSCRIPTION ADVANTAGE** **RENEWING YOUR SUBSCRIPTION CONTRACT**

Autodesk Subscription offers you a broad range of benefits to help you get the most out of your Autodesk software.

This tutorial shows you how to renew your Autodesk Subscription contract and ensure ongoing access to your Subscription benefits.

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## Renewing Your Subscription Contract

### Discover the Autodesk Subscription Advantage

Sign in to Subscription Center where you can download software upgrades, get early access to product enhancements, request technical support, and access many other Subscription benefits.

#### Sign in to Subscription Center

Get Help Sign

Enter your User ID and Password to access additional features of this site.

\*Required Field

\*User ID

johndoe@email.com

[Forgot User ID?](#)

\*Password

[Forgot Password?](#)

Remember My User ID

Keep Me Signed In [What is this?](#)

(Don't check if using a shared computer.)

[Learn more](#) about using a single Autodesk account to sign in to multiple Autodesk sites.

[Need Help?](#)

Cancel Submit

#### Create a Subscription Account

[Create a Subscription Center account](#) or [verify your eligibility](#).

#### Not a Subscription Customer?

[Find out about Subscription benefits](#).

#### Program Information



[Program Guide](#) (pdf - 107Kb)

Designed for current Subscription customers, this comprehensive guide explains the Subscription program from purchase through renewal.



[Terms & Conditions](#) (pdf - 142Kb)

Your Subscription purchase is subject to these terms and conditions.

If you are the Contract Manager for your Autodesk account, you can find out when your Subscription will expire on Subscription Center.

First, sign in to Subscription Center at:

[www.autodesk.com/subscriptionlogin](http://www.autodesk.com/subscriptionlogin)

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## Renewing Your Subscription Contract

On the Subscription Center home page, click Contract Administration.

### Subscription Advantage Packs: More Power to You

Be the first to access the latest in Autodesk software technology.

Download Your Subscription Advantage Pack 



- Downloads
- Training
- Tech Support
- Program Information
- Contract Administration**

### Welcome John Doe

Autodesk® Subscription gives you the latest software upgrades, early access to product enhancements, technical support, and more.

#### Keep Your Subscription Advantage

Your contract expires soon. Renew now to ensure access to your benefits.

[Renew Now](#)

#### Software Download

#### Get Your Upgrade

Download the latest version(s) of your Autodesk software product(s).

#### Delivery Preference for Future Upgrades

Software Coordinators can choose to have upgrades delivered via DVD/CD or as Software Download.

**Note:** Delivery options are limited in some countries. Changing this setting does not affect upgrades that have already been delivered or are currently being delivered.

Need Help With

Software Down

Request Web

Search the Kn

Download

Autodesk Sub  
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## Renewing Your Subscription Contract

Then click Renewal Report. Your Renewal Report will open in a new window.



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### Contract Administration

Need Help With Subscription?

#### Coverage Report

View the details of your Subscription contract including the account type, number of seats per license, level of support available, and list of products on Subscription.

#### Renewal Report

Review a list of Subscription contracts currently within 90 days of their expiration date and get information on how to renew a contract.

#### Invite New Users

Invite users to set up their own Subscription Center accounts or control whether users can create their own accounts. Assign download privileges.

#### View / Edit Users

See list of invited users and edit user permissions.

#### Manage Software Coordinators

Add, remove, or assign coordinators to perform Subscription administrative tasks.

#### Manage Phone Support Users

Add or remove phone support users.

#### Set Reseller View

Allow resellers to view support requests and responses.

#### Set Access from Product

Allow users accessing Autodesk Subscription from products to create their own Subscription Center accounts. Also, assign the subscription services such users can access.

#### Request Home Use

Request serial numbers that will allow your employees to use licenses on a home computer.

#### Previous Versions

Use the previous versions of the products under your Subscription contract.

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## Subscription Renewal Report

This page contains a listing of all Subscription contracts currently within 90 days of their expiration date. Click the *Renewal #* to review the details of your Subscription contract currently up for renewal.

**Please note:** Renewal reports are only available when you have a contract within 90 days of expiration. To view your current Subscription coverage, please choose the *Coverage Report* tab.

Renewal #	Start Date	End Date	Contract #	Company	Contract Manager	Reseller	Renew Online
1-3CWW3S4	10/5/2007	10/4/2009	339-45598308	Autodesk-CSC	John Doe	No Dealer	

### Selected Renewal Details

[Contact Reseller...](#)

**Renewal #:** 1-3CWW3S4

**Renewal Status:** Open

**Days Left:** -158

**Contract:** 339-45598308

**Renew Online:**

**Reseller**

**Program:** Subscription

#### Company Details

**Name:** No Dealer

**Start Date:** 10/5/2007

**Name:** Autodesk-CSC

**Address:** 1000 Sharon Valley Rd

**End Date:** 10/4/2009

**Address:** 4000 Civic Center Dr

**City:** Newark

**City:** San Rafael

**State:** OH

#### Contract Manager

**Country:** United States

**Country:** United States

**Name:** John Doe

**State:** CA

**Postcode:** 43055-1707

**Email:** johndoe@email.com

**Postcode:** 94903-4171

**Phone #:**

**Phone #:** 415-000-0000

**Reseller #:** 5070100022

**Extension:**

## Renewing Your Subscription Contract

If you have a Subscription contract that will expire in 90 days or less, it will be listed here on your Renewal Report .

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Renewal #	Start Date	End Date	Contract #	Company	Contract Manager	Reseller	Renew Online
<a href="#">1-3CWW3S4</a>	10/5/2007	10/4/2009	339-45598308	Autodesk-CSC	John Doe	No Dealer	

### Selected Renewal Details

[Contact Reseller...](#)

**Renewal #:** 1-3CWW3S4

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**Days Left:** -158

**Contract:** 339-45598308

**Renew Online:**

**Reseller**

**Program:** Subscription

#### Company Details

**Name:** No Dealer

**Start Date:** 10/5/2007

**Name:** Autodesk-CSC

**Address:** 1000 Sharon Valley Rd

**End Date:** 10/4/2009

**Address:** 4000 Civic Center Dr

**City:** Newark

**City:** San Rafael

**State:** OH

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**Postcode:** 94903-4171

**Phone #:**

**Phone #:** 415-000-0000

**Reseller #:** 5070100022

**Extension:**

## Renewing Your Subscription Contract

For more information, click the Subscription contract's renewal number.

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### Subscription Renewal Report

Use this report to view details about contracts that are currently up for renewal.

#### How to Renew

- Contact all resellers listed in this report. Please refer to the Renewal Order Number when you contact your reseller. Your reseller will be able to provide you with a price quote.
- Your reseller can also assist if you require any contract adjustments at this time.
- If you have questions about your subscription, please contact your reseller or [submit a request to the Autodesk Business Center](#).

#### Selected Renewal Details

[Contact Reseller...](#)

Renewal #: 1-3NPIU6Q

Renewal Status: Open

Days Left: -66

Contract: 110000229841

Renew Online:

Reseller

Program: Subscription

#### Company Details

Name: Microsol Resources

Start Date: 10/16/2009

Name: John Doe

Address: 214 W 29th St Rm 1100

End Date: 1/5/2010

Address: 111 McInnis Pkwy

City: New York

City: San Rafael

State: NY

Contract Manager

Country: United States

Country: United States

Name: John Doe

State: CA

Postcode: 10001-5298

Email: johndoe@email.com

Postcode: 94903-2773

Phone #: 888-768-7568

Phone #: 415-000-0000

Reseller #: 0070001258

Extension:

Product: [History](#)

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Serial Number	Level	Group	Product Family	Release	Language	Deployment	License Type	Seats	Software Coordinator	Status
352-47853368	Web Support		AutoCAD	2010	French, Spanish and English	Standalone	New	1	John Doe	Registered

## Renewing Your Subscription Contract

Here you can see complete contract details, as well as the date when your Subscription contract expires.

To avoid late fees, be sure to renew your Subscription contract *before* the expiration date.

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Extension:

#### Renew Online:

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Name: John Doe

Address: 111 McInnis Pkwy

City: San Rafael

Country: United States

State: CA

Postcode: 94903-2773

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## Renewing Your Subscription Contract

To renew your Subscription contract now, contact your Autodesk reseller.

For your convenience, your reseller's phone number should be listed here. Or, if you see a Contact Reseller button, simply click it to send a renewal request to your reseller via email.

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Renewal #	Start Date	End Date	Contract #	Company	Contract Manager	Reseller	Renew Online
1-3NPIU6Q	10/16/2009	1/5/2010	110000229841	Autodesk	John Doe	Microsol Resources	<a href="#">Renew Online</a>

**Selected Renewal Details** [Renew Online](#)

<b>Renewal #:</b> 1-3NPIU6Q	<b>Renewal Status:</b> Open	<b>Days Left:</b> -66
<b>Contract:</b> 110000229841	<b>Renew Online:</b>	<b>Reseller</b>
<b>Program:</b> Subscription	<b>Company Details</b>	<b>Name:</b> Microsol Resources
<b>Start Date:</b> 10/16/2009	<b>Name:</b> John Doe	<b>Address:</b> 214 W 29th St Rm 1100
<b>End Date:</b> 1/5/2010	<b>Address:</b> 111 McInnis Pkwy	<b>City:</b> New York
<b>Contract Manager</b>	<b>City:</b> San Rafael	<b>State:</b> NY
<b>Name:</b> John Doe	<b>Country:</b> United States	<b>Country:</b> United States
<b>Email:</b> johndoe@email.com	<b>State:</b> CA	<b>Postcode:</b> 10001-5298
<b>Phone #:</b> 415-000-0000	<b>Postcode:</b> 94903-2773	<b>Phone #:</b> 888-768-7568
<b>Extension:</b>		<b>Reseller #:</b> 0070001258

## Renewing Your Subscription Contract

If you see a button that says Renew Online, you can renew your Subscription via the Internet. Simply, click Renew Online and follow the steps.

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## Subscription Renewal Report

Use this report to view details about contracts that are currently up for renewal.

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Product: [History](#)

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352-47853368	Web Support		AutoCAD	2010	French, Spanish and English	Standalone	New	1	John Doe	Registered

## Renewing Your Subscription Contract

Don't forget—if you renew your Subscription contract for a two- or three-year term, you can take advantage of multi-year discounts. Also, renewal time is the best time to add seats or merge contracts so they're on the same cycle. Talk to your reseller or your Autodesk representative for more information.

If you have questions or need help, click [Subscription Help](#) at the top of the screen.

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### Program Information

#### Program Guide

This guide describes the various components of Autodesk® Subscription. You can learn how to access your program benefits and manage your subscription contract. You can also find definitions of common Subscription terms and whom to contact if you need assistance.

#### Frequently Asked Questions

Review these frequently asked questions about Autodesk® Subscription.

#### Terms & Conditions

The official Subscription terms and conditions that apply to all new and renewal subscriptions, except for the supplemental terms referenced on this site that apply to specific products or customers.

Need Help With Subscription?

To learn more about Autodesk Subscription, be sure to check out the *Program Guide*, as well as the *Frequently Asked Questions* in the Program Information section of Subscription Center.

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