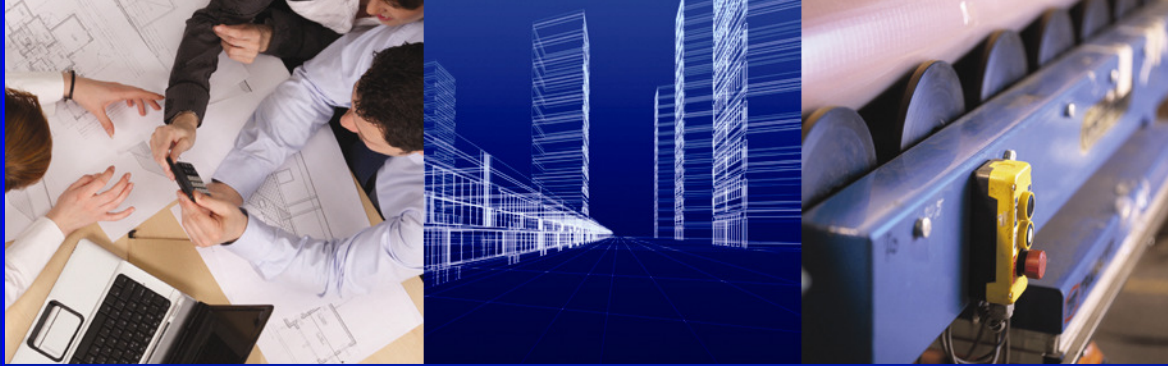


AUTODESK SUBSCRIPTION



THE BENEFITS:

- Simplified Software Management
- More Cost Effective than Upgrades
- Easy Budgeting
- E-Learning Programme
- Online technical support
- Additional interim upgrades
- Bonus tools and feature-rich extensions
- Autodesk Knowledge Base



CADSPEC
STANFORD MARSH GROUP
The Complete Design
Office Solution

How To Purchase Your Subscription

Purchasing Your Subscription

You can join the Autodesk Subscription program whenever you purchase a new license or upgrade any product to the latest release. It is also available when you migrate to any industry-specific product, e.g., from AutoCAD software to AutoCAD Architecture. For those Autodesk products that are sold without upgrades, subscription may be purchased up to three years after purchasing a license. Additional fees apply.

It is not possible for only a portion of the seats of a network license to be on subscription - all seats must be on subscription at the same time. Any seats added to a network license during the subscription term must also be put on subscription on a pro rata basis for the rest of that term.

A one-year minimum subscription term is required. Two- and three-year contract terms are also available. Customers with multiyear contracts are eligible for price protection for the duration of the contract. Such price protection only applies to software under subscription.

After joining Autodesk Subscription, Contract Managers and Software Co-ordinators receive an email with a personal access URL inviting them to set up their Subscription Centre accounts. The next step is to complete the Subscription Setup Wizard, a one-time process that takes only a few minutes to complete. The Setup Wizard will guide you through the process of setting up your login to the Subscription Centre.

Logging in to the Subscription Centre

Once the Subscription Setup Wizard has activated your account you are free to log in to the Subscription Centre, the hub from which you can access all subscription-related resources, tools, news and services. Please remember that each time you log in to the Subscription Centre, you will first have to provide the following:

- User ID
- Password

If you forget your User ID or Password please go to: Account Help

Role Assignments

Three formal customer roles are assigned to help you initiate, manage and use Autodesk Subscription. Each role has its specific level of access to subscription services.

- **Contract Manager** - The person who receives renewal notices and has full contract-related privileges within the Subscription Centre. The Contract Manager also names Users to access the Subscription Centre. Note: The Contract Manager can assume all three program roles. If you serve as a Contract Manager, you are agreeing to let us provide your name, contact information, and other identifying data that you provide, to Users in your company.
- **Software Coordinator** - A person named by the Contract Manager to receive email notifications to order or download applicable new releases or extensions, and to receive shipments of upgrades. Software Coordinators also name Users to access the Subscription Centre. If you serve as a Software Coordinator, you are agreeing to let us provide your name, contact information, and other identifying data that you provide, to Users in your company.
- **User** - Any person designated by a Contract Manager or Software Coordinator to access the members-only Subscription Centre, including e-Learning and web support. This person may also be granted download privileges for extensions and upgrades. As a User, please know that if you submit support requests, the information in your support request will be viewable by your Contract Manager, Software Coordinator, and other Users in your company. It may also be viewable by your reseller.

Your right to use previous versions

While on subscription, you are welcome to continue using previous software versions, according to the conditions outlined overleaf.

Upgrading to the latest version of your Autodesk Software via Subscription offers maximum benefit in terms of increased productivity, efficiency and creativity, whilst at the same time maintaining optimum cost effectiveness.



ABOUT CADSPEC:

Cadspec is the CAD division of Stanford Marsh which since its foundation in 1989 has become one of the top three Autodesk Accredited Systems Centres in the UK. All our highly qualified Autodesk product specialists and lecturers at our Premier Training Centre have field experience in both the Built and Manufacturing sectors, making us uniquely qualified to help put design automation solutions into your company

The previous version must be the same product installed on the same computer as the new version. The previous version cannot be transferred to a different computer unless the new version is also transferred at the same time. You (or your company) must have purchased and licensed the previous version.

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Renewal process

Cadspec sends renewal email reminders to Contract Managers several times prior to contract expiration. (You are responsible for keeping your email address up-to-date by using the Contact Information link in the Subscription Centre.) Your notices will include a summary of the resellers and order numbers associated with each contract. If you have more than one reseller associated with your contract, you will need to contact each one to ensure full subscription coverage. Contract Managers can also view a Renewal Report in the Subscription Centre beginning 90 days prior to contract expiration. Renew before your expiration date to keep your subscription active. If you do not renew your subscription and later decide you want to renew, you will have to purchase the next upgrade and rejoin the program. For some products you will have to pay additional fees. In some cases, recently expired subscription contracts may be renewed upon payment of the subscription renewal price plus a nominal late renewal processing fee for each seat of product on subscription. Contact Cadspec for complete details and to confirm eligibility for late renewal.

Autodesk
Value Added Reseller



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