

# A NEW WAY TO BUY

## NEW BUYING PROCESS FOR AUTODESK SUBSCRIPTIONS

Autodesk has announced that as of 16th September 2024, it is shifting to a new buying process to streamline and improve the buying experience for your Autodesk subscriptions. While these changes will undoubtedly simplify things, you must still be prepared.

Let's dive deeper into these changes and how they will improve your purchasing experience, as well as all the ways you can prepare.



## NEW WAY TO BUY NEW WAY TO BENEFIT



### Personalised Experience

Setting the foundation to create more personalised experiences tailored to your needs.

### Predictable Pricing

Feel confident in a consistent price regardless of how you buy.

### Streamlined Process

Simplify and expedite your buying and renewal experience with self-serve capabilities.

## PREPARE FOR THE CHANGE

This change from Autodesk is all to make life easier, but you need to take some important steps first. We've created some resources for you to explore, and outlined the steps you need to take below.



### VIDEO

See a 2-minute overview of the changes and benefits to you

[WATCH](#)

### FAQ

Get the answers to the most common questions we've seen and anticipate

[READ](#)

### EVENTS

Consider an upcoming webinar from our scheduled series

[EXPLORE](#)

### MORE INFO

Our resources page has all the new transaction process info in one place

[VISIT](#)

## PREPARE YOUR BUSINESS

Every company will have a unique process to follow to transact with a new vendor, so make sure you socialise this with your relevant internal stakeholders. If your procurement or finance department follows a formal vendor set-up process, then follow the steps below.

- 1 Sign into your Autodesk Account**  
If you do not have an account, click "Create Account."
- 2 Access the Vendor Setup Forms for Your Region**  
Select your region from the drop down list.
- 3 Download the Prefilled Vendor Form**  
You will submit this to your procurement department along with other required documents.
- 4 Download the Banking Information Form**  
From the same region list, click and download the banking information form.
- 5 Download Additional Information**  
If you need to provide more information to procurement, download it from "Frequently Requested Information."
- 6 Submit the Necessary Forms to Procurement Department**  
If you are unable to find any of the information needed, contact Symetri for assistance.

**LOGIN / CREATE ACCOUNT:**

[Sign In Now](#)

**VENDOR SETUP FORMS:**

[All Vendor Forms](#)

[UK](#)

[Europe, Middle East, Africa](#)

[Australia](#)

[Japan](#)

[North America](#)

**NEED HELP?**

[Get In Touch](#)

## PREPARE FOR PAYMENT

Payment methods may differ by country. You will need to select the preferred option you are eligible for. The most commonly available include Credit and Debit card, Paypal, and Pay by Invoice.



## PREPARE TO ACCEPT TERMS AND CONDITIONS

Before purchasing or renewing your subscription, you may be required to accept Autodesk's Terms and Conditions which were updated May 2023. Review them now so we can address any questions prior to your next purchase.

[REVIEW TERMS AND CONDITIONS](#)

## PREPARE TO BUY SOFTWARE

**How does it all come together?**  
The new buying process is a continuous journey, and Symetri will be with you every step of the way. Follow the steps to experience a seamless renewal under the new process and start the journey again when solutions need to be updated or renewed.



Symetri will continue to be **by your side.**

Helping you work smarter and more sustainably.



If you have further queries or concerns regarding this transition, please do not hesitate to contact us: