



Sedex[®]

Member



*How to pay your
membership fees*



Renewing your membership

Steps to renew your membership

- 1 In your account, go to Company > my company and click on the button "Subscriptions" on the top
- 2 Fill in all details, click on "Calculate" and then "Pay Now"

1

My Company 

Subscriptions

Create New Site

Create New Supplier Site

GENERAL INFORMATION

2

SUBSCRIPTIONS

Please enter the number of sites and years you would like to pay for

Number of Sites *

Extend Subscription by *

year(s)

Current Expiration Date

11/08/2016

New Expiration Date

11/08/2018

Calculated Costs

Calculate

Close

Pay Now

Steps to renew your membership

- 3 You can pay online via WorldPay or do a bank transfer (BACS)*
- 4 Click on "WorldPay" to be referred to the WorldPay payments page – follow all steps on the WorldPay page
- 5 The status of your payment will be shown in your account

3

Payment Details ⓘ

You're about to purchase 2 year(s) of subscription for 16 site(s) of company Test Supplier 2 which will cost

Please select one of the following payment options below to continue:

WorldPay

BACS ⓘ

4

Payment Details ⓘ

Your payment was successful. Thank you for your purchase!

Payment Reference	Summary	Amount	Administration Fee
ZPES12116	Subscription to 26 site(s) over 2 year(s)	1512 £ GBP	0 GBP

[Your company's status has been set to active.](#)

5

* BACS payments are subject to an administration fee of 10 GBP