

Steps for Purchasing through PMI.org Store – Sales Quote Payment

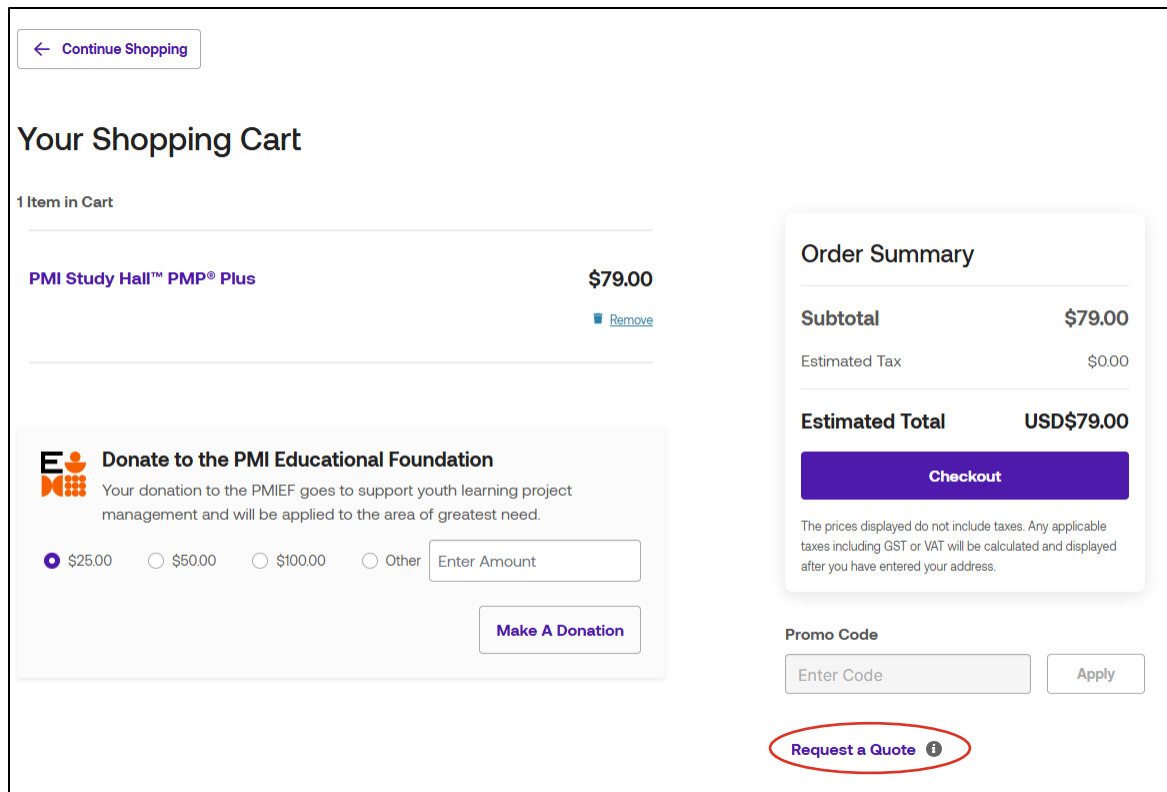
Log in to PMI.org. If you do not have a log in create one using your work email address.



Add products to your cart. *Note, Members receive discounted pricing on products*



Add any Promo Codes that apply and click Request a Quote:

The image shows the "Your Shopping Cart" page. At the top left is a "Continue Shopping" button. The main heading is "Your Shopping Cart". Below it, it says "1 Item in Cart". The cart contains one item: "PMI Study Hall™ PMP® Plus" priced at "\$79.00". There is a "Remove" link next to the item. Below the cart item is a section for donating to the PMI Educational Foundation (PMIEF). It includes the PMIEF logo, the text "Donate to the PMI Educational Foundation", and a description: "Your donation to the PMIEF goes to support youth learning project management and will be applied to the area of greatest need." There are four radio button options: "\$25.00" (selected), "\$50.00", "\$100.00", and "Other". Next to "Other" is an "Enter Amount" text box. Below these options is a "Make A Donation" button. On the right side of the page is an "Order Summary" box. It shows "Subtotal" as "\$79.00" and "Estimated Tax" as "\$0.00". The "Estimated Total" is "USD\$79.00". There is a purple "Checkout" button. Below the summary is a note: "The prices displayed do not include taxes. Any applicable taxes including GST or VAT will be calculated and displayed after you have entered your address." Below the summary is a "Promo Code" section with an "Enter Code" text box and an "Apply" button. At the bottom of the page, the "Request a Quote" link is circled in red. A yellow arrow points to the right from the right edge of the page.

If your order is complete, click on Create Quote.

Note that tax is automatically applied to your order based on your billing address:

← Back

Quote

Contact

Edit Contact

Your name and email address

Billing Address

Edit Billing Address

Your address- Ensure the billing address is correct

Order Summary

Edit Cart

1 item

View Items

Subtotal

\$79.00

Estimated Tax

\$15.80

Estimated Total

USD\$94.80

Create Quote

Promo Code

Enter Code

Apply

Your order is processed, and a confirmation and quote number is displayed.

Your quote is ready,

Quote # 021655478

A quote confirmation email has been sent to Your email address If you don't receive a confirmation email from us, please check your spam/junk folder.

Access Your Quote

View Quote

Quote Summary

1 Item

PMI Study Hall™ PMP® Plus

\$79.00

Subtotal

\$79.00

Taxes

\$15.80

Order Total

USD\$94.80

Have questions?

Contact Customer Care for assistance.

Contact Us Now

Next:

- A copy of the quote is emailed to your address on file from Project Management Institute email@mail.pmi.org. Check your spam folder if you don't see it.
- Click Open Quote to download a PDF of your quote.
- Payment instructions are provided on the quote.
- Once payment is received, products will be accessible on the individual account.

Sales Quote Payment for Individuals

SAMPLE QUOTE



Project Management Institute
18 Campus Blvd., Suite 150
Newtown Square, PA 19073-3230 USA
+1 610 356 4800
PMI.org

Order
No. 021655478

Billing Address:

Abraham Lincoln
14 Campus Blvd
3rd Floor
Newtown Square, PA, 19087
United States

Order Date	Valid Through	Person ID	PO Number
12/11/2024	01/10/2025	8205124	

QTY	Description	Price	Amount
1	PMI Study Hall™ PMP® Plus	\$79.00	\$79.00
		Promo Code:	(\$0.00)
		Subtotal	\$79.00
		Total Discount	(\$0.00)
		*Total Tax	\$15.80
		Order Total	\$94.80

India PAN: AAHCP6606M
Payment Options: Please make checks payable to “Project Management Institute” and send to the remit to address. Checks must be in U.S. currency and drawn on a U.S. bank. Please reference the order number on all payments.

Please Note: For Security purposes, **DO NOT** send this form via email to PMI if paying by credit card. Send via secure fax to 610-819-0746

☐ Check ☐ ACH ☐ Wire Transfer **Please Note:** Wire fees are applicant's responsibility ☐ Purchase Order
☐ Mastercard ☐ Visa ☐ American Express ☐ Diners Club ☐ Discover ☐ JCB

Card Number: _____ Expiration Date: _____
Name on Card: _____ Authorized Signature: _____

Bank information for Domestic & International Wires: Wells Fargo Bank, N.A. 420 Montgomery Street San Francisco, CA 94104 USA Account Number: 2014183097209 Routing Transit Number: 121000248 Swift Code: WFBUS6S	Bank information for ACH: Wells Fargo Account Number: 2014183097209 Routing Transit Number: 031000503
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Prices are subject to change. Orders will not be fulfilled until payment has been received in full. Please recalculate any applicable taxes if changes have been made to this order. Please make checks payable to “Project Management Institute”. All checks must be in USD and drawn on a U.S. Bank. Please make sure Order No. is referenced on checks and any type of payment correspondence.	Remit to: Project Management Institute Attn: Customer Operations PO Box 789007 Philadelphia, PA 19178-9007 Fax: 1-610-819-0746
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