



- A SimaPro Service Contract entitles you to software updates, database updates and access to the helpdesk
- Service contracts need to be continuous (an annual service contract every year)
- You can pay by bank transfer, credit card, or PayPal (you will receive a full VAT receipt)
- Software updates become available once payment is complete
- Payment by credit card is recommended (since your finance team's invoice payment may be slower than you require)

Contact details			
Organisation		User's name	
Address		Tel	
		Email	
		PO (if any)	

Service contract version						
<i>Order 2 or 3 years of service contract to obtain a discount</i>						
Professional licences (Analyst/Developer)	One year	Qty	Two years	Qty	Three years	Qty
Service contract single user <i>(1 user)</i>	£1800 (+VAT=£2160)		£3500 (+VAT=£4200)		£5100 (+VAT=£6120)	
Service contract multi user <i>(2 users)</i>	£2500 (+VAT=£3000)		£4900 (+VAT=£5880)		£7200 (+VAT=£8640)	
Service contract multi user, each extra user <i>(1 extra user on multi user licence)</i>	£900 (+VAT=£1080)		£1700 (+VAT=£2040)		£2400 (+VAT=£2880)	
Educational licences (PhD/Classroom)	One year	Qty	Two years	Qty	Three years	Qty
Service contract SimaPro PhD <i>(1 user)</i>	£700 (+VAT=£840)		£1300 (+VAT=£1560)		£1800 (+VAT=£2160)	
Service contract SimaPro Classroom <i>(up to 40 networked users)</i>	£1400 (+VAT=£1680)		£2700 (+VAT=£3240)		£3900 (+VAT=£4680)	

Payment		
<input type="checkbox"/> Bank Transfer	<input type="checkbox"/> Credit Card	<input type="checkbox"/> PayPal
<i>Once payment is complete you will be sent a new registration code to enable software updates See next page for details of how to pay (you will receive a full VAT receipt)</i>		

Signature	
Name:	Position:
Signature:	Date:

Please email this signed page to [jessica@simapro.co.uk](mailto:jessica@simapro.co.uk)

SimaPro UK Ltd · 18 Hillside Gardens · Wallington · SM6 9NY  
 Email [jessica@simapro.co.uk](mailto:jessica@simapro.co.uk) · Tel 020 8144 6806 · [www.simapro.co.uk](http://www.simapro.co.uk)

# Sustainability in Metrics

## UK SimaPro Credit Card Payment



- To pay by credit or debit card please complete these details
- Email this form to [jessica@simapro.co.uk](mailto:jessica@simapro.co.uk)
- Alternatively you can pay by PayPal by going to [www.paypal.me/simapro](http://www.paypal.me/simapro)
- Once payment is complete you will be sent a new registration code to enable software updates

Credit card	
	Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Amex <input type="checkbox"/>
Card number: <i>(16 digits)</i>	<input type="text"/>
Expiry date: <i>(MM/YY)</i>	<input type="text"/>
CVV: <i>(3 digit number on reverse)</i>	<input type="text"/>
Postcode of card registered address:	<input type="text"/>
Building number or street number: <i>(if any):</i>	<input type="text"/>
Cardholder name:	<input type="text"/>
Cardholder signature:	<input type="text"/>

## UK SimaPro Bank Details

- Here are the details for paying by bank transfer or to set up SimaPro UK Ltd as a new supplier

SimaPro UK Ltd	
Bank Sort Code	401118
Bank Account Number	94542304
Bank Account Name	SIMAPRO UK LTD
Bank Address	HSBC Bank plc 130 New Street Birmingham B2 4JU
VAT registration number	GB104308558
Company registration number	7465558
Contact	<a href="mailto:jessica@simapro.co.uk">jessica@simapro.co.uk</a> Tel 020 8144 6806 SimaPro UK Ltd 18 Hillside Gardens Wallington SM6 9NY



## Questions and Answers about Ordering SimaPro

### How do I buy SimaPro?

Obtaining SimaPro is straightforward. We simply need you to supply two things -

- (1) an order form
- (2) payment

Order forms are downloadable from [www.simapro.co.uk](http://www.simapro.co.uk). The order forms contain all information needed to pay, such as full company, VAT and bank account details. We require a signature on the order form.

### How do I pay?

You can pay by credit card, bank transfer or PayPal. You will receive a full VAT receipt. Details are on the order forms. You can download SimaPro at any time from [www.simapro.co.uk](http://www.simapro.co.uk). SimaPro will operate in demo mode until payment is received. You will be emailed a registration code once payment is received to unlock the full version of the software.

### I need to start work with SimaPro quickly, how can I do that?

Paying by credit card is often the quickest, since some accounts departments take a month or more to pay invoices. If you need to start working with SimaPro before paying, we may be able to get you a one month free trial of the full version of SimaPro. Then, when you have paid and you receive your registration code, you can enter that into the trial version to turn it into the perpetual version.

### I need to issue a PO before buying SimaPro, can you respond to a PO?

Certainly. If you send us a PO, we will issue an invoice with the PO number on it. Then when the invoice is paid, we will email you a registration code to unlock the full version of the software.

### I need to set up SimaPro as a supplier on our system, what are your details?

Everything you need to set us up as a supplier is on the order form. Alternatively, if you prefer it on signed letterhead, we have that ready to email to you. Remember that it can take several months for your accounts department to set up a new supplier, issue a PO, receive an invoice and pay the invoice; you may prefer to pay by credit card if you need SimaPro sooner.

### What currency is used?

SimaPro is priced in £GBP in the UK, although you can pay in Euros if you prefer. VAT is added whatever currency is used. With the current instability of the pound, it might be worth knowing that SimaPro's base price is in euros. The UK price is simply an exchange rate translation of the euro price. To be precise, it is slightly discounted to ensure SimaPro tends to be slightly cheaper in the UK than in Europe. If the euro price ever dips below the pound price, we are prepared to honour the lowest price.

### Where is my registration code, I have not received it?

You may need to check with your accounts department a few times before they process the payment.

### Do I need to order an annual service contract?

When you buy a perpetual SimaPro licence, the service contract is included for the first year (including any updates to software and data that are released during the year). After that, if you wish to keep getting updates, you should buy a service contract each year. The order form is available at [www.simapro.co.uk](http://www.simapro.co.uk). To keep up to date, you need a service contract every year; you cannot skip years. If you have missed years, you can buy them in retrospect to catch up.

*Thank you for your interest in SimaPro. We do not maintain a dedicated finance team in the UK but we do have a UK administration contact: please email [jessica@simapro.co.uk](mailto:jessica@simapro.co.uk). Please feel free to get in touch with any questions.*