



MANAGE YOUR PREFERENCES

Manage vital account information for your organization*

Manage billing and payment preferences

- Request a billing address change
- Add or remove payment options for online purchases*
- Set the default payment option for online purchases*

Manage shipping preferences

- Set a personal default shipping address for online purchases
- Add and remove shipping addresses for online purchases
- Add and remove shipping methods for online purchases*

Manage shipping carrier accounts

- Set a personal default payment option for online purchases
- Add, remove, and edit payment options for online purchases*
- Add your organization's shipping carrier accounts and use them to pay shipping fees for online purchases*

INTERESTED?

Take a closer look at CDW.ca/explore

Or, call your Account Manager to request an extranet today!

New to CDW?

Call 800.972.3922

Paperless Billing Available

In addition to accessing your account information online, you can choose to receive invoices in PDF via e-mail. To request paperless billing, send your customer number or an invoice number to:

paperlessbilling@cdw.com



*Administrator-level rights required to manage options and defaults for all users within an organization.