isoassured + αz

alphaZ documents account setup

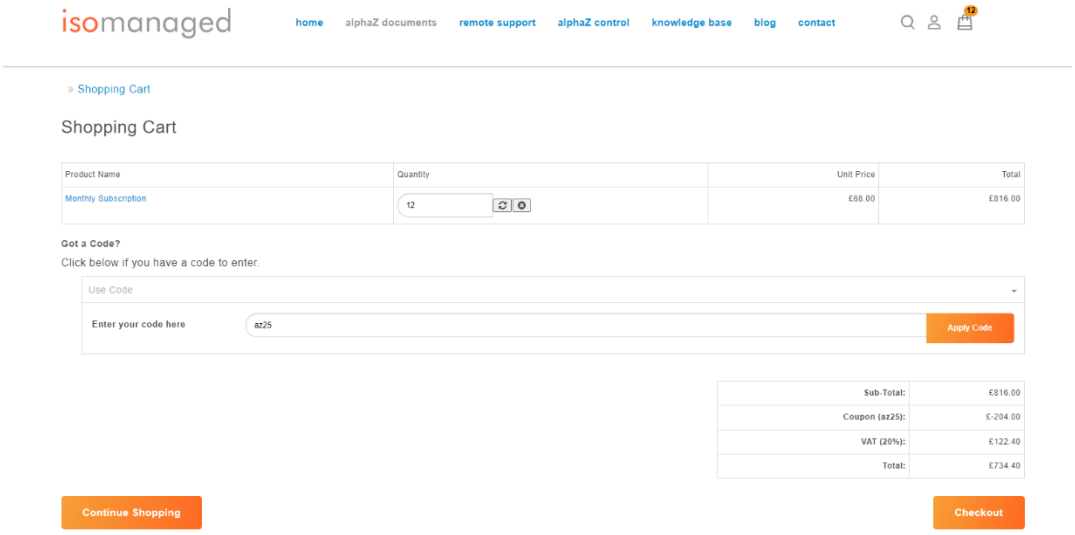
To download documents on the < **isomanaged.com/alphazdocuments** > web site it is necessary to firstly setup a subscription account and these instructions explain how to do this.

Note: the checkout process needs to be completed in full and the order placed and confirmed (even though no payment is required) for the account to be created.

Setting up an Account

To create an account;

1. Go to the < **alphaZ Subscription** > page and click on **'Add to Cart'**
2. Click on **'View Cart'** to open the Shopping Cart page
3. Click on **'Use Code'** and enter the code **AZ100** and then click **'Apply Code'**



4. **Click on 'Checkout'** & complete all checkout fields selecting ***'Pay by Bank Transfer / Direct Debit'*** as the payment method (no payment will be taken) and then click to confirm **T&C's** & then click ***'Order' & click again on 'Confirm Order'*** which will take you to the **'account-pending'** page.

Account Activation - we will receive notification once this has been done and will then manually activate your account. Make sure you keep a note of your login details entered during checkout as you will need these to login to the site and to download any files.

For guidance on using the site and downloading files < **click here** >.