

What payment methods are accepted?

All accounts under \$5,000 must be guaranteed by credit card and must be set to auto-pay. All of the billing and payment information for each account purchase or renewal is available on page two (2) of your invoice

Credit Card

Payments can be made with a credit card within the application. We currently accept:

- VISA
- MasterCard
- Discover
- American Express (USD only)

Check

Alchemer accepts checks for payment of annual account subscriptions of over \$5,000. Accounts will be activated when Alchemer is notified that funds have arrived.

Please make checks payable to:

Alchemer

Send checks to:

1. US Customers Paying via Check:

Alchemer LLC

PO Box 913457

Denver, CO 80291

2. Canadian Customers or US Customers Sending Overnight/Express Paying via Check:

Alchemer LLC

168 Centennial Parkway Suite 250

Louisville, CO 80027-1257

Wire Transfer and ACH/EFT Transfer

Alchemer accepts wire transfers and ACH/EFT payments of annual account subscriptions. Accounts will be activated when Alchemer is notified that funds have arrived.

We generate invoices in AUD, CAD, GBP, EUR, and USD . For wire transfers originating outside of the United States in another currency, please check the current exchange rate and adjust the amount sent. Should the amount received be different than the amount invoiced, the term of the account will be adjusted to reflect the amount received.

Please note that additional fees may apply.

[Contact our support team](#) for transfer details.

Purchase Order

Alchemer accepts Purchase Orders as payment for annual Account Managed accounts. We are not accepting Purchase Order Terms & Conditions - and will extend net 30 payment terms for those customers who qualify.

You may need a copy of Alchemer's W-9 form. You can download a copy of Alchemer's W-9 by clicking the below link:

[Alchemer W-9](#) 

When will my licenses or add-ons appear?

These payment options will not give you access to your Alchemer account until your payment has been received and processed (for new accounts).

If you are making changes to your existing account prior to renewal, these changes will be reflected in your account on the renewal date (even if paid for in advance).

How can I activate my licenses or add-ons faster next time?

If you have the ability to pay by Credit Card, your purchased licenses and add-ons will become immediately available to you.

Have questions or prefer a different method of payment? [Contact our support team.](#)

Related Articles