MyRefinitiv

A single log-in that brings all your products and services together in one place

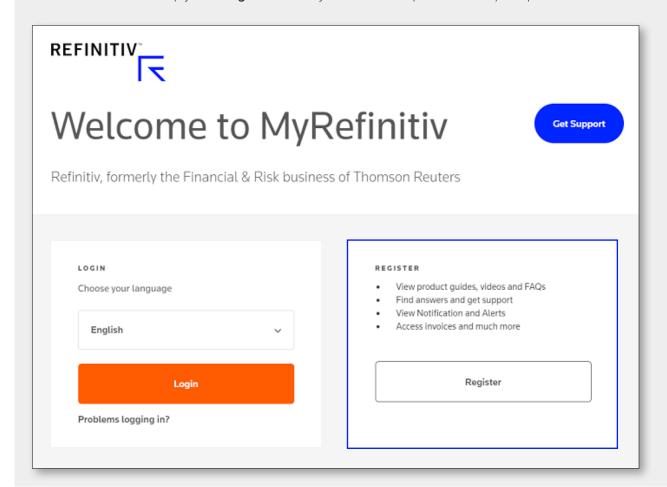


The MyRefinitiv Registration Guide

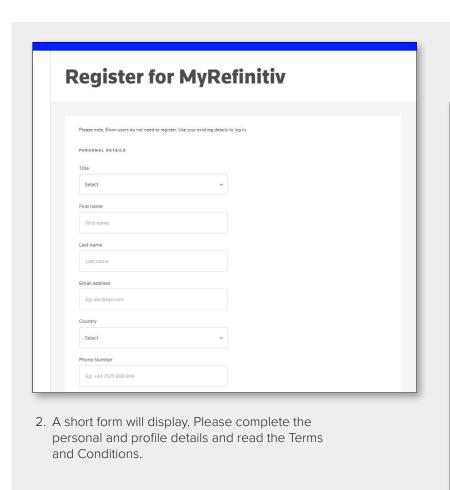
Please complete the following steps to register for MyRefinitiv.

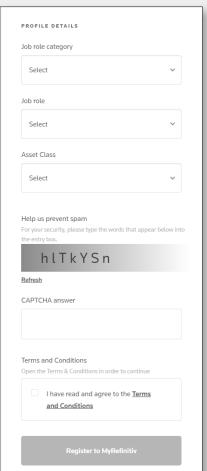
1. Go to myrefinitiv.com and click Register.

Note: Eikon users simply click Login and enter your user name (email address) and password.

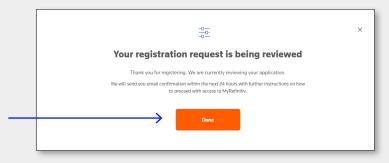








3. Click the **Register to MyRefinitiv** button.



4. A pop-up box will display. Click **Done**.

5. You will receive a verification email with a link to confirm your email address. Once verified, you will receive a welcome email with a link to create a password.

You will now be able to start using MyRefinitiv. If you require more information, there are links to various guides on the following page.

Do you need access to online billing?

Invoice billing contacts are automatically set up for this feature. You will see an invoice summary on the dashboard and can access billing information from the left-side menu under **Billing and Pricing**.

If you cannot see any billing details and require access, **please click here**. Select **I need help using e-Invoicing** and complete the short form. Please be sure to:

- Provide the account number(s) you need access to and an invoice number for each account.
- Stipulate if you are the **primary** billing contact, meaning your name will display on the invoice, or if you are an additional viewer on the account.

Please note that we are migrating users from Electronic Invoicing, our legacy invoicing portal, to MyRefinitiv Billing. If you are a MyRefinitiv and Electronic Invoicing user, when you choose **Billing and Pricing** from the left-side menu, you will see a link to Electronic Invoicing.

If you have already been migrated to MyRefinitiv Billing when you choose **Billing and Pricing** from the left-side menu, you will see your account and invoice data and you can download invoice data as well as **Get Support**.

How to get Help

To raise a query about MyRefinitiv, **please click here**. You can also submit product, content, technical, billing and administration related queries **here**.

Learn More about MyRefinitiv

Key Features: MyRefinitiv Flyer

Billing: The MyRefinitiv Billing Flyer

Change Notifications & Alerts

A Guide to Viewing & Subscribing to Data Notifications

How to Subscribe to Product Change Notifications

The Service Alerts Subscriptions Guide

Visit myrefinitiv.com

