

HOW TO UPDATE PAYMENT DETAILS – EXEMPLAR LINK

To review or make payment of your Exemplar Global Invoice or view your receipt, please follow these steps:

Visit Exemplar Link and login with your registered username and password.	Login with your username or email Username/Email support@exemplarglobal.org Login Can't log in?
Navigate to "Manage My Certifications"	Select Language
Click on the link for EXEMPLAR GLOBAL	Jobs Manage My Certifications ▼ Resources Search Register iNARTE Exemplar Global
On the Exemplar Global Personnel Certifications screen, navigate and click on 'Update Credit Card'	Certifications CURRENT CERTIFICATIONS FIND AN AUDITOR UPDATE CREDIT CARD
Complete the form with all details and click 'Update' to save.	Update Credit card details First Name (Card Holder Name) Last Name Card Number (With no spaces) Expiry (MMYY with no / in between) CVV