



To Redeem an Inventory Certificate in LabelsAnywhere Desktop

Start by choosing the [Update Inventory](#) link in the **Other Tasks** category on the left side of the LabelAnywhere Desktop window.

Then:

A screenshot of a software dialog box titled "Certificate Redemption". The dialog has a blue title bar with a close button (X) in the top right corner. Below the title bar, there is a yellow icon of a certificate and the text "IMC Certificate". The main area of the dialog is light beige and contains the following text: "You must enter the Certificate Code before attempting to redeem:". Below this is a label "Certificate Code:" followed by four empty text input boxes. A horizontal line separates this section from the next. The next section contains the text "Inventory Certificates can be redeemed using the Internet or via the phone." followed by two radio button options: "Redeem via the Internet" (which is selected) and "Redeem manually via telephone or website". Below these options is the text "If no active Internet connection exists from this computer, you may use the following activation method:". At the bottom of the dialog, there are three buttons: "Back", "Continue", and "Cancel".

Enter the certificate code. If you have Internet access from the computer, try to redeem (authenticate) that way. If no Internet access, or that method doesn't work, click the Redeem manually via telephone or website button, then click next.

An IMC Certificate can only be redeemed once

To redeem via telephone or webpage:

Certificate Redemption

IMC Certificate

1. You may redeem your inventory certificate either via phone or by using our webpage:
Activation Web Site:
<http://www.filingtechnology.com/certificateActivation.asp>
Our toll-free number is available Monday thru Friday, 7:30 am to 5:30 pm Mountain time.
1-800-424-3375
2. When prompted, provide the following information:
Serial Number: EE28-8B98-CAA9-3430-01FE
Certificate Code: 0000-0000-0000-0000
Control Number: C7A2-48FC-C9F4-FAA8
3. You will be provided an activation code. Please enter that code below:
Activation Code:

To authorize via telephone, or Website from another computer with Internet access, follow instructions as noted on screen.

You must keep this screen open while getting the Activation Code. If you close this screen, the next time you open it the Control Number will be different, and an Activation Code for a previous Control Number will not work.

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