What's in this guide?
This guide provides step-by-step instructions for an organization to register itself for the Enterprise License Agreement ("ELA") Program on Citrix.com.

The steps below are for individuals who have existing Citrix accounts. See the guide titled Creating a Citrix Account for instructions on how to create your Citrix account. An authorized Citrix partner can register your organization for the Enterprise License Agreement Program for you. For additional assistance with either establishing a Citrix account or registering for the Enterprise License Agreement Program, please contact an authorized Citrix partner. Locate a partner at www.Citrix.com/Partners/Locator.

Why register for the Enterprise License Agreement Program?
The Enterprise License Agreement Program offers a straightforward online agreement with multiple renewal options, making it simple to manage and leverage across an organization. Once registered, any qualified product purchase earns customers the same discount for all eligible Citrix products and select Citrix services. Discounts apply for three years and may be increased and extended with a qualified purchase. Registering for the program does not commit or obligate you or your organization to any purchase.
2. Click Sign In.
3. Sign into Citrix.com by:
   a. Enter your User name and Password.
   b. Click Sign In.
4. Click Licensing Program Registration.
5. Click the **Enterprise Licensing** tab.

6. To learn more about the Enterprise License Program:
   a. Click **View the Program Overview** link, or
   b. Click **Enterprise License Program terms** link.

7. To register for the Enterprise License Program click **Begin registration**.
8. If your organization is a Parent Company, click **Parent Company**.
9. If your organization is an affiliate of a parent company that has a valid Enterprise License Agreement Program registration, you may wish to register as an affiliate of your parent organization’s Enterprise License Agreement. See the guide titled *Registering as an Affiliate for the ELA Program* for step-by-step instructions on how a parent can register an affiliate to their ELA program registration.

(The instructions below will follow the process of registering as a Parent Company.)
10. You must choose a Primary Contract Administrator to be responsible for administering your Enterprise License Agreement Program registration and receiving notifications that impact the organization’s License Program.
   
a. If the person who will be your Primary Contract Administrator is displayed in the box, click the circle in front of the name, then click Continue.

b. If the person who will be your Primary Contract Administrator is not displayed in the box, click Add New Contact. See the guide titled Adding a New Contact to your Company’s Citrix Account for detailed instructions on how to add a new contact.
11. You must select a Secondary Contract Administrator to serve as a backup for the Primary Contract Administrator in administering your Enterprise License Agreement Program registration.
   
a. If the person who will be your Secondary Contract Administrator is displayed in the box, click the circle in front of the name, then click **Continue**.

b. If the person who will be your Secondary Contract Administrator is not displayed in the box, click **Add New Contract**. See the guide titled **Adding a New Contact to your Company’s Citrix Account** for detailed instructions on how to add a new contact.
12. To add additional contacts to enable your organization to take advantage of your organization’s program benefits and potentially increase your program benefits by coordinating your investments in Citrix products, click **Add Contacts**. See the guide titled *Adding a New Contact to your Company’s Citrix Account* for detailed instructions on how to add a new contact.

13. To add another organization as an affiliate to enable them to take advantage of your organization’s program benefits, see the guide titled *Adding an Affiliate to your Enterprise License Agreement* for instructions on how to add an affiliate.

14. Click **Complete Registration**.
15. You are now registered in the Enterprise License Agreement Program. Please make note of your information.
16. Publishing your Enterprise License Agreement Program information to your trusted Citrix Advisor(s) gives them your contract and discount information to simplify Citrix product procurement. To publish your registration to your trusted Citrix Advisor(s), click **Publish Registration**. See the guide titled **Publishing your ELA program Information to a Citrix partner** for step-by-step instructions on how to publish your registration information to your selected Citrix partners.
17. Click **Manage Registration** to manage your organization’s information, update contacts and access program benefits.

Establish your program level and corresponding benefits by submitting a qualified order to an authorized Citrix partner.

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