

Paying Invoices through My Avery Dennison

Below are the steps to submit payments via My Avery Dennison.

1. Login to [My Avery Dennison](#). Users must have an active My Avery Dennison account, so users can register from the login page if needed.
2. Go to the Account Settings page (the person icon located at the top of the page).
3. Click on Pay Invoice by Credit Card on the left side of the screen
4. The billing information for the account will automatically populate, so proceed to the Invoice Details section.
5. Enter the invoice number in the Invoice #1 field, and then enter the corresponding amount for that invoice in the Invoice #1 amount field.
6. If you have additional invoices to pay you can enter them in the other fields.
7. Once you have all of the invoice fields completed, click on Proceed to Pay.

Invoice Details

Invoice #1	Invoice#1 Amount	Invoice #5	Invoice#5 Amount
<input type="text" value="8123456"/>	<input type="text" value="2389.45"/>	<input type="text"/>	<input type="text"/>
Invoice #2	Invoice#2 Amount	Invoice #6	Invoice#6 Amount
<input type="text" value="81357913"/>	<input type="text" value="6578.68"/>	<input type="text"/>	<input type="text"/>
Invoice #3	Invoice#3 Amount	Invoice #7	Invoice#7 Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Invoice #4	Invoice#4 Amount	Invoice #8	Invoice#8 Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Invoice Numbers	Total Invoice Amount		
<input type="text" value="8123456, 81357913"/>	<input type="text" value="8968.13"/>		

Proceed To Pay

8. The page will then go to a third party site (CyberSource) to complete the transaction.
9. Enter your credit card information on this screen to submit the payment.

Payment Details

* Required field

Card Type *

☐ VISA Visa

☐ Mastercard

☐ Amex

☐ Discover

Card Number *

Expiration Month *


Month

Expiration Year *

Year

CVN *

This code is a three or four digit number printed on the back or front of credit cards.



Cancel

Next

Your Order

Total amount

\$8,968.13

10. Once the payment has been processed, an email with the payment details will be sent for your records.

