



AG | VIEW



**INSTITUTE FOR
INFECTIOUS ANIMAL DISEASES**

AgView CVI Payment Instructions

Please note: AgView CVI is a product managed by the Institute for Infectious Animal Diseases which is a member of Texas A&M AgriLife Research.

1. If you wish to pay with a credit card (MasterCard or Visa) please follow steps 2-9.
If you wish to pay with a check, please make it payable to Texas A&M AgriLife Research, reference the invoice number on the check, and mail to:

Institute for Infectious Animal Diseases (IIAD)
Attn: AgView CVI Billing
1500 Research Parkway, Suite B270
College Station, TX 77845
2. Follow this direct link to the IIAD store on the Texas A&M Marketplace site:
https://secure.touchnet.com/C21490_ustores/web/classic/product_detail.jsp?PRODUCTID=10416
3. Enter the total amount listed on the invoice you received via email into the field labeled "Invoice Amount" on the first page and select "Add to Cart". Please note that the invoice amount is based on a rate of \$3 per issued certificate (with the exception of some state-based fees) for Producers/Clinics/Veterinarians, billed monthly.
4. You will be taken to the second page of the payment process. Confirm that the Invoice Amount listed above the information fields is correct, and if not, return to the previous page and enter the correct amount.
5. On the second page, enter the name that is on the invoice, the email address associated with that account, the invoice number, and the State. If you have issued certificates in more than one state, you will need to enter the amount for each state separately. Click "Continue".
6. You will be taken to a screen with an overview of your cart. Please confirm all of the information shown is correct according to the invoice received via email before selecting "Checkout".
7. The next screen will ask for your email address. Please enter the same email address you used on the previous page. Click "Continue Unregistered" to be taken to the payment method.
8. Enter your payment information and select "Continue". Payment is only accepted via credit card (MasterCard or Visa) through Marketplace.
9. Review your order and select "Submit Order". This will process your payment and take you to a screen displaying a receipt. You will also receive a confirmation email with a copy of your receipt.

Should you have any questions or concerns regarding your balance or making your payment, please email our billing team at AqViewCVIBilling@aq.tamu.edu or call using our AgView support line 1-800-767-6888.