IMPORTANT INFORMATION

Congratulations on your purchase of Microsoft Used Software Licenses!

On this information sheet, we explain what to look out for with what macle provides you and how you can manage your Microsoft Used software licenses.

1. Documents & macle License Portal

When purchasing, you will receive your invoice from macle including the delivery note with the following content to prove the license chain: installation keys, serial numbers, and type of installation key. You can also view this data online in the macle License Portal for Microsoft Used Software Licenses (macle-shop.de/en/account/licenseportal).

2. Installation media

When purchasing used volume licenses, we provide you with a download file via our license portal. If you need a special version, please contact us.

3. Document: Declaration of Destruction

You will receive the Declaration of Destruction in two variants:

1st variant: A declaration issued to you. It contains the date of the respective delivery note.
2nd variant: A blank declaration. You can add customer-specific ones.

4. Installation Key

You will find an installation key for each product on your macle invoice, except for items that do not need it, e.g. RDS Cals. Ideally, you should also send the keys to your customer on your invoice, since they must keep them for 10 years, so you can be sure that they will still have the key at a later date.

Note: The serial numbers printed on the delivery note are not intended for installation and only guarantee that we will only resell each purchased license once.

Remote Desktop Services (RDS) Access Licenses

If you have purchased RDS licenses, you will find step-by-step instructions for activation in the FAQ area at macle.com/used-software/faq/. You can apply for the key package identifier in the macle License Portal.

If you have further questions or concerns, please contact support@macle.de

macle GmbH | von-Monschaw-Str. 3 | 47574 Goch | Germany | macle.com