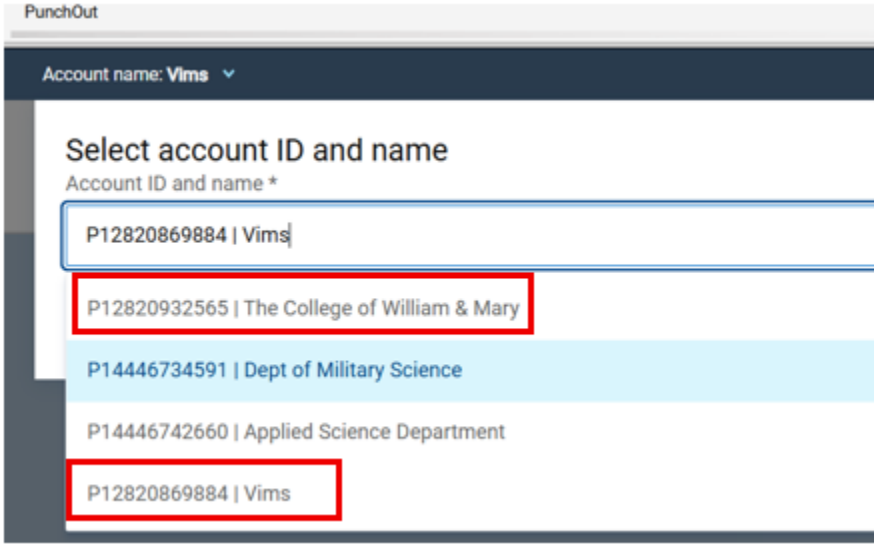
Dell Punchout Update
November 11, 2026

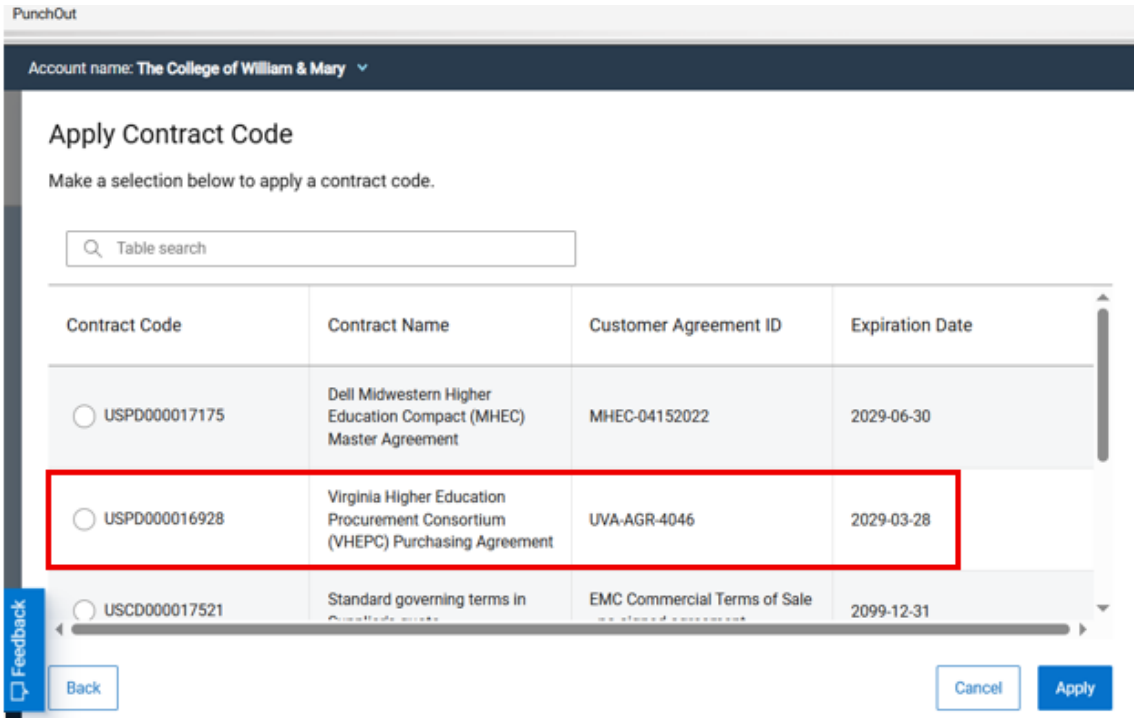
Due to a recent update, Dell has modified the punchout experience which now requires the end user to select an Account ID and Contract Code. Please follow the instructions below to navigate through this update:

1. Once in the punchout – select one of the following account options based on your respective campus the select "Apply"

    - P12820932565 – William & Mary
    - P12820869984-VIMS



2. Next select Contract Code "USPD000016928" for the VHEPC contract under agreement ID UVA-AGR-4046 and select "Apply"



3. From here you can procedure through the punchout as normal