

## **DuPont Vendor Portal User Request Form**

To request access to view invoice status for purchase orders beginning with 26, 45, 72, 86, and 430, complete the following information. Please submit this completed form, attach a copy of the most recent paid invoice, and submit both items via email to na.dsciap@dupont.com.

1.	Company Name (mandatory)	
2.	Full Name (mandatory)	
3.	Title	
4.	Email (mandatory)	
5.	Phone number	
6.	Agree with the below-stated conditions (mandatory)	☐ I Agree Please check this box

## **Legal Notice**

DuPont is committed to complying with all applicable laws to protect the privacy of your personal information. Your data may be shared within the DuPont Speciality Products USA, LLC. and its affiliates (using the information for our benefit), in the United States and other countries where DuPont does business. You expressly accept that you will ensure opt-in consent from other employees, agents, or contractors within your company to whom you may grant access to the system. You, and other users appointed by you, can execute your rights of access, rectification, deletion, or opposition to your personal data, as well as knowing more about DuPont's privacy policy under this address: <a href="https://www.dupont.com/privacy.html">https://www.dupont.com/privacy.html</a>

You and your employees who are being granted access to our website, further accept and agree to the privacy statement for the use of the DuPont 'My Invoice Status' site, which is available by opening the link on the home page of this website.

You agree to periodically review the data in MyInvoiceStatus.dupont.com about your company and the invoices you have issued to confirm whether the data is accurate. If it is not accurate, you will promptly notify DuPont and request that DuPont correct any such errors by contacting <a href="mailto:na.dsciap@dupont.com">na.dsciap@dupont.com</a>

After completing and submitting this form, you will receive your Administrator User ID and Password. By using this password and accessing <a href="https://MyInvoiceStatus.specco.dupont.com/webboard/">https://MyInvoiceStatus.specco.dupont.com/webboard/</a>, you agree that you are responsible for the protection and maintenance of all passwords assigned to your company from unauthorized third party use. DuPont reserves the right to revoke your access privileges at any time if DuPont believes that such access would cause damage to MyInvoiceStatus.dupont.com or any other DuPont applications, systems, networks, or data. You agree that you will be responsible for the acts or omissions of your company employees in their accessing and using the DuPont 'My Invoice Status' site.

Please attach a copy of the most recent paid invoice along with this completed form. Submit both items via email to <a href="mailto:na.dsciap@dupont.com">na.dsciap@dupont.com</a>.