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ALLERGAN | DIRECT®

With direct access 24/7, Allergan DirectSM provides you with the convenience to manage your account online. Anywhere, anytime.



User Guide

This guide is designed to help you with key functions of Allergan DirectSM. It includes step-by-step instructions to assist you and your team. If you need help or need to set up access, feel free to contact us at 1.855.246.3728, Monday through Friday, 8 AM to 6 PM CT.

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New and Existing Users

If you are new to Allergan Direct™, you can set up your access using 1 of 2 methods:

New Users

1. Be invited by a Super Admin or Admin who already has Allergan Direct™ access for your account.



2. Contact the Allergan Direct™ Web Support team at **1.855.246.3728** to gain access.

Existing Users

An existing user for Allergan Direct™ has the ability to log into their account using their email and password. **[Click here](#)** if you forgot your password.

LOG IN

Email ⓘ

Please enter correct email address

Password

Please enter password

 Remember me[Forgot password](#)**LOG IN**

If you have never purchased products from Allergan before, please [click here](#)

If you have purchased products from Allergan, but aren't yet set up to use Allergan Direct please [click here](#)

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Welcome Screen

If you have full access to the site, you will see a **Welcome** screen with both main functions of the site, **Purchase Products** and **Bill Pay**.

To make a purchase, select the account that you would like to purchase products for and click **Go To Purchase Products**.

Select if you would like **Purchase Products** as your default screen.

Purchase Products

Choose a Ship-To Account

Account #: 855699
HOLLY BECKER MD
C/O BECKER MEDISPA
301 W HOWARD LN STE 200
AUSTIN, TX, 78753-9754

Account #: 855697
HOLLY BECKER DO
C/O BECKER EYECARE
301 W HOWARD LN STE 100
AUSTIN, TX, 78753-9750

Account #: 855699
HOLLY BECKER MD
C/O BECKER MEDISPA
301 W HOWARD LN STE 200
AUSTIN, TX, 78753-9754

Account #: 855701
HOLLY BECKER DDS
C/O BEAUTIFUL SMILES
301 W HOWARD LN STE 300
AUSTIN, TX, 78753-9742

Account #: 855703
HOLLY BECKER MD
C/O BECKER PLASTIC SURGERY
301 W HOWARD LN STE 400
AUSTIN, TX, 78753-9742

Make Purchase Products my default screen
*can be maintained in Personal Settings any time

[GO TO PURCHASE PRODUCTS](#)

To make a payment, select the account that you would like to make a payment for and click **Go To Bill Pay**.

Bill Pay

Choose a Payee Account

Account #: 855698
BECKER MEDISPA
301 W HOWARD LN STE 200
AUSTIN, TX, 78753-9754

Account #: 855696
BECKER EYECARE LLC
DBA BECKER EYECARE
301 W HOWARD LN STE 100
AUSTIN, TX, 78753-9750

Account #: 855698
BECKER MEDISPA
301 W HOWARD LN STE 200
AUSTIN, TX, 78753-9754

Account #: 855700
BECKER DENTISTRY LLC
DBA BEAUTIFUL SMILES
301 W HOWARD LN STE 300
AUSTIN, TX, 78753-9742

Account #: 855702
BECKER PLASTIC SURGERY
301 W HOWARD LN STE 400
AUSTIN, TX, 78753-9742

Make Bill Pay my default screen
*can be maintained in Personal Settings any time

[GO TO BILL PAY](#)

Select if you would like **Bill Pay** as your default screen.



Your default welcome screen may not have both options if you do not have full access.

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MANAGE STAFF ACCESS

User Roles

Allergan Direct™ users can be given 1 of 3 roles. This will determine what access they will have to manage the account. This does not determine if they can purchase products, pay bills, or both.

USERS

Typically reserved for office staff with no management responsibilities

- Personal Settings
- Orders
- Active Addresses
- Credit Cards

ADMIN

Typically the office/practice manager

- Personal Settings
- Account Settings
- Orders
- Active Addresses
- Credit Cards
- Manage Users

SUPER ADMIN

Reserved for the owner or someone who will need access to all current and future Ship-To's under an account hierarchy

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Invite Others for Access

If you are an Admin or Super Admin, you can invite other users for Allergan Direct™ access.

1. On the top right, select the drop-down arrow next to **Welcome [Name]**. Select **Manage Users**.

2. Click on **Add User** to begin the invite process. This will take you to a new screen.

Manage Users

ADD USER

Search Users

Search by name or email...

All (8) Active (5) Inactive (1) Pending (2)

All Users

NAME	EMAIL	USER ROLE	STATUS
Holly Becker	BECKERMEDISPA@GMAIL.COM	Super Admin	Active

Welcome Holly

- Personal Settings
- Account Settings
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- Credit Cards
- Manage Users
- Recurring Orders
- FAQs

Log Out

3. Enter the email address of the person that you wish to add. Then click **Check** to see if the email is available for use.

Add New User

Email *

newuser@allergandirect.com

CHECK

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Invite Others for Access

Continued...

4. Enter the first and last name of the person you would like to invite.

5. Select the type of user: User or Admin.*

6. Select the type of access the new user should have. You can select a “view only” mode for each portion or full access.

7. Select the accounts that you would like to grant access to by clicking the box located to the right of each account.

A check mark will appear once you have successfully selected the account. You will be able to invite the new user to any accounts that you have access to.

8. Once you have finalized your selections, click **Add User**.

Add New User

Email *

 [EDIT EMAIL](#)

This email is available.

First Name * Last Name *

Choose from two types of users: *

5

Purchase Products Bill Pay

6

Ship-to Address Payer Access

Select All Deselect All

7

<input checked="" type="checkbox"/>	Account #: 855699 HOLLY BECKER MD C/O BECKER MEDISPA 301 W HOWARD LN STE 200 AUSTIN, TX, 78753-9754	<input checked="" type="checkbox"/>	Account #: 855698 BECKER MEDISPA 301 W HOWARD LN STE 200 AUSTIN, TX, 78753-9754
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*For more details, please reference **User Roles**.

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Manage Users*

You can easily manage your staff (and their access) via the **Manage Users** page in Allergan Direct™.

1. Click on the email of the user you have invited for access. This will take you to the **Edit User** page.

Manage Users ADD USER

Search Users

All (2) Active (1) Inactive (0) Pending (1)

All Users

NAME	EMAIL	USER ROLE	STATUS
New User	newuser@allergandirect.com 1	Practice User	Pending
Holly Becker	beckermedispa@gmail.com	Practice Super Admin	Active

You will see the person you invited at the top of the User Roster.

It will show as **Pending** until the invitee successfully completes their profile setup

*You must be an Admin or Super Admin to invite others for access.

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MANAGE STAFF ACCESS

Edit User*

You can make updates to the following fields:

1. Update the type to User or Admin.
2. Update the permissions to None, View only, or Purchase Products.
3. Update the permissions to None, View Only, or Make Payments.
4. Add or remove any accounts.
5. Click **Save** to submit any changes you made. You will be redirected to the **Manage Users** page upon successful completion.

Edit User
Deactivate User ?

First Name *

Last Name *

Email *

Choose from two types of users:

Practice User

Purchase Products

Order placement

Bill Pay

Make Payments

Ship-to Access

Select All Deselect All

Account #: 855699
 HOLLY BECKER MD
 C/O BECKER MEDISPA
 301 W HOWARD LN STE 200
 AUSTIN, TX, 78753-9754

Payer Access

Select All Deselect All

Account #: 855698
 BECKER MEDISPA
 301 W HOWARD LN STE 200
 AUSTIN, TX, 78753-9754

SAVE

CANCEL

*You will only be able to make updates to any accounts or permissions that you have access to.

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MANAGE STAFF ACCESS

Deactivate a User*

You can easily deactivate a user. Please note that this will only deactivate them from Allergan Direct™. It will not affect any other Allergan service.

1. Click on the email address of the user you wish to update. This will take you to the **Edit User** page.

All Users

NAME	EMAIL	USER ROLE	STATUS
New User	1 newuser@allergandirect.com	Practice User	Pending
Holly Becker	beckermedispa@gmail.com	Practice Super Admin	Active

2. Click **Deactivate User** located on the right-hand side of the screen.

Edit User

2 Deactivate User ?

First Name *

Last Name *

Email *

Choose from two types of users:

Upon successful deactivation, all fields will be grayed out and you will now see **Activate User** on the right-hand side of the screen.

View User

Activate User ?

First Name *

Last Name *

*You must be an Admin or Super Admin to deactivate other users.

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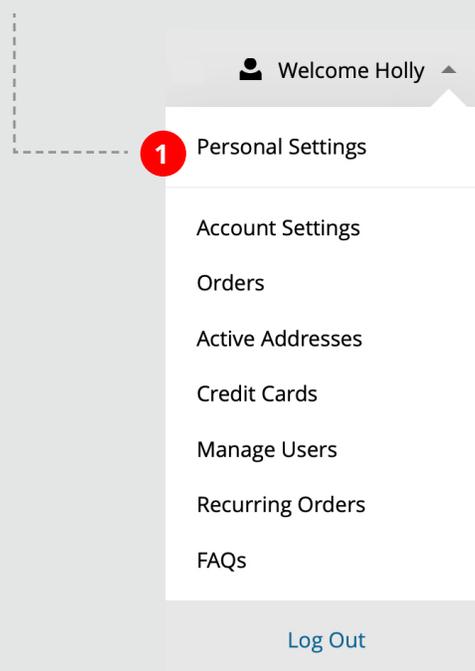
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Personal Settings

View and update your personal settings.

1. Navigate to the **Welcome [Name]** drop-down menu and select **Personal Settings**.



2. To edit each field, select **Edit** located to the right.



Email Address: Please note that editing this field will update any other Allergan service that uses these credentials.

Current Password: Please note that editing this field will update any other Allergan service that uses these credentials.

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Account Settings*

View and update your account settings by navigating to the **Welcome [Name]** drop-down menu and selecting **Account Settings**.

1. Select either **Email** or **Postal Service** for delivery of your monthly statement. If you select **Email**, you will be prompted to enter a valid email where you would like the statements sent.

2. You will automatically receive payment reminder notifications for overdue invoices. Any user who has Bill Pay access will receive these notifications. To opt out of receiving them, select the radio button to the right.

3. If you would like to prevent your sales reps from placing orders on your behalf in Allergan DirectSM, select the radio button to the right.

Account Settings

1 Statement Delivery Method Postal Service

Monthly statement will be mailed to the Bill-To address as noted on the invoice. Please contact us 1-800-811-4148 for any changes to your mailing address.

2 Disable Payment Reminder Notifications

3 Prevent Sales Rep to place orders on my behalf

E-Invoicing
 Service is temporary unavailable, please contact support or try again later

Auto-Payment

By Submitting this info I Confirm that I have read [Terms and Conditions](#)

SAVE CHANGES

*You must be an Admin or Super Admin to view this screen.

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Account Settings**Continued...*

4. To sign up to receive invoices via email, select the radio button to the right. For further details, please refer to **[E-Invoicing](#)**.

5. To enroll in Auto-Payment, select the radio button to the right and follow the prompts. For further details, please refer to **[Enroll in Auto-Pay](#)**.

6. You must agree to the Terms and Conditions to proceed.

7. Click **Save Changes** to submit any changes you have made.

Account Settings

Statement Delivery Method Email ▼

Monthly statement will be emailed to the address above.

Email *

beckermedispa@gmail.com

Disable Payment Reminder Notifications

Prevent Sales Rep to place orders on my behalf

4 E-Invoicing

5 Auto-Payment

6 By Submitting this info I Confirm that I have read [Terms and Conditions](#)

7 SAVE CHANGES

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Orders

View your past orders by navigating to the **Welcome [Name]** drop-down menu and selecting **Orders**.

1. Select your search criteria and click **Search**.

The screenshot shows the 'Orders' page with various search filters and a table of 'LATEST ORDERS'. A red circle with the number '1' highlights the 'SEARCH' button. A dashed line connects the instruction '1. Select your search criteria and click Search.' to the 'SEARCH' button. Another dashed line connects the instruction 'View your most recent orders here...' to the 'LATEST ORDERS' table.

Orders Show Only Favorites

Date Placed: Order Number: Status: Order Type: **SEARCH**

Channel: PO Number:

[Hide additional refinements](#)

LATEST ORDERS

ORDER PLACED	CHANNEL / ORDER NUMBER	PURCHASE ORDER	STATUS	ORDER TYPE	ORDER TOTAL
▶ 06/28/2019	0125132849	Purchase Order 2	Pending	Standard Order	\$16,196.00
▶ 06/27/2019	0125132685	Purchase Order	Pending	Standard Order	\$6,010.00

View your most recent orders here. You can find full order details, track your shipment, favorite an order, or quickly reorder products.



You will be able to see up to 500 orders under this Ship-To.

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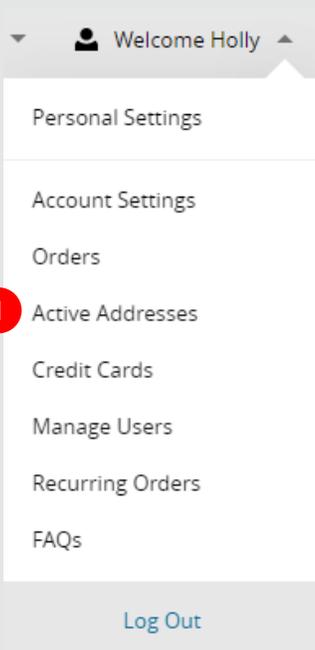
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Active Addresses

You will see addresses for all your provisioned accounts.

1. Navigate to the **Welcome [Name]** drop-down menu and select Active Addresses.



View address information

Ship-To:

Account #: 855699
 HOLLY BECKER MD
 C/O BECKER MEDISPA
 301 W HOWARD LN STE 200,
 AUSTIN, TX, 78753-9754

Payer:

Account #: 855698
 BECKER MEDISPA
 301 W HOWARD LN STE 200,
 AUSTIN, TX, 78753-9754

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Credit Cards

View and update saved credit cards by navigating to the **Welcome [Name]** drop-down menu and selecting **Credit Cards**. If you have any credit cards already saved, you will see them listed here.

1. To save a particular credit card as a default payment method, click the box located next to the word **Default**.

3. To add a new credit card, select **Add New Card** located on the right side of the screen.

The screenshot shows the 'Credit Cards' settings page. At the top right, there is a blue button labeled 'ADD NEW CARD' with a red circle '3' next to it. The main content area lists a credit card with the following details: 'Default Payment Method: Visa, *****4113', '*****4113', 'sdfasd', 'Credit Visa', 'Exp. Date 12/27', and a checked 'Default' checkbox. Below this is a 'Delete Card' link with a red circle '2' next to it. An inset modal titled 'ADD NEW CARD' (with a red circle '4' next to it) is shown on the right. The modal contains the following fields: 'Name on Card *', 'Card Number *', 'Expiration Date *' (with dropdowns for 'month' and 'year'), and 'We Accept' logos for VISA, AMERICAN EXPRESS, MASTERCARD, and DISCOVER. At the bottom of the modal are 'ADD CARD' and 'CANCEL' buttons.

2. To delete a specific credit card, click **Delete Card**.

4. Enter the required information and click **Add Card**.

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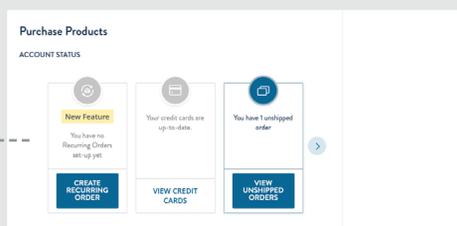
ACCOUNT DASHBOARD

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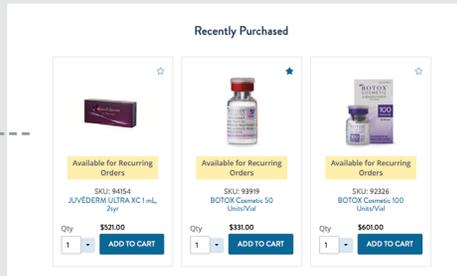
The dashboard gives you a snapshot of your account status, any recently purchased items, favorite products and orders, and account information on file.

Purchase Products

Valuable ordering and shipping information is available to scroll through in this section.

**Recently Purchased**

A carousel of the 5 most recently purchased items will display here.

**My Favorite Products****My Favorite Products**

Once you have successfully added the item to your Favorites, the star will turn dark blue.

My Favorite Orders

Here will be a list of your orders marked as Favorite.

[VIEW ALL ORDERS](#)

My Favorite Orders

You can save your favorite orders to quickly reorder them at your convenience.

Account Information**CURRENT ACCOUNT**

Ship-To Account #: 855699	Sold-To Account #: 855698	Bill-To Account #: 855698	Payer Account #: 855698
HOLLY BECKER MD C/O BECKER MEDSPA 301 W HOWARD LN STE 200 AUSTIN, TX 78753-9754	BECKER MEDSPA 301 W HOWARD LN STE 200 AUSTIN, TX 78753-9754	BECKER MEDSPA 301 W HOWARD LN STE 200 AUSTIN, TX 78753-9754	BECKER MEDSPA 301 W HOWARD LN STE 200 AUSTIN, TX 78753-9754

[CHANGE ACCOUNT](#)

Account Information

View the addresses attached to your account here.

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).

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ACCOUNT DASHBOARD

Purchase Products

Purchase and shipping information is available in this section.

Click the arrow to scroll through more purchase information, including Unshipped Orders and Shopping Cart.

APP tier level and product tier will be displayed here.

If you have any orders that do not have a tracking number, they will display here.

If you left any items in your shopping cart from your last visit, you will be notified here.

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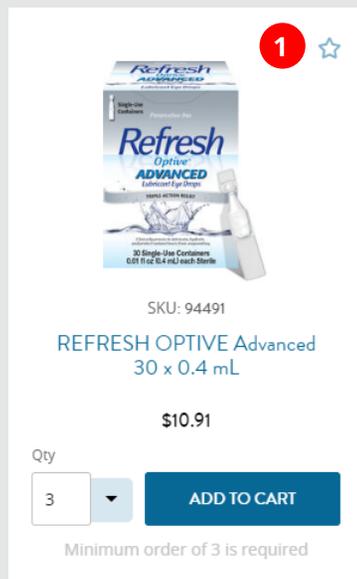
ACCOUNT DASHBOARD

Recently Purchased

A carousel of the 5 most recently purchased items will display here.

1. Click the star icon located in the top right of product frame. Once you have successfully added the item to your Favorites, the star will turn dark blue.

If you do not have any Favorite Products, you will see a message stating “You can mark products as favorite and you will see them here.”



SKU: 94491
REFRESH OPTIVE Advanced
 30 x 0.4 mL
 \$10.91

Qty

Minimum order of 3 is required

Recently Purchased



SKU: 94491
REFRESH OPTIVE Advanced
 30 x 0.4 mL
 \$10.91

Qty

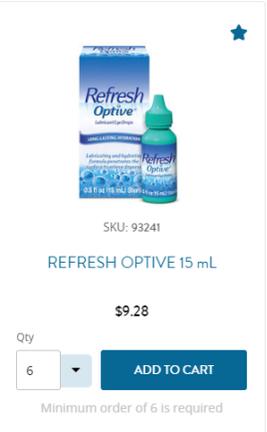
Minimum order of 3 is required



SKU: 94307
REFRESH OPTIVE Advanced
 10 mL
 \$9.75

Qty

Minimum order of 6 is required



SKU: 93241
REFRESH OPTIVE 15 mL
 \$9.28

Qty

Minimum order of 6 is required

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My Favorite Orders

You can save your Favorite Orders to quickly reorder them at your convenience.

My Favorite Orders

NICKNAME	ESTIMATED TOTAL	ACTIONS
Favorite Order	\$171.09	RE-ORDER 

[VIEW ALL ORDERS](#)

LATEST ORDERS

ORDER PLACED	CHANNEL / ORDER NUMBER	PURCHASE ORDER	STATUS	ORDER TYPE	ORDER TOTAL
08/21/2019	0125137532	Purchase Order 2	Pending	Standard Order	\$171.09



REFRESH OPTIVE Advanced 30 x 0.4 mL
 \$9.49 each
 Quantity: 3

[BUY IT AGAIN](#)

[FULL ORDER DETAILS](#)

[FAVORITE THIS ORDER](#)

[RE-ORDER](#)

1. To save an order as a Favorite, click the star on the Latest Orders page. The star should turn blue.

If you do not have any Favorite Orders, you will see a message that you can mark orders as **Favorite**.

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Account Information

The account hierarchy will display here, including account numbers, name, and address for the following: Ship-To, Sold-To, Bill-To, and Payer.

Account Information

CURRENT ACCOUNT**Ship-To Account #: 855697**

HOLLY BECKER DO
C/O BECKER EYECARE
301 W HOWARD LN STE 100
AUSTIN, TX, 78753-9750

Sold-To Account #: 855696

BECKER EYECARE LLC
DBA BECKER EYECARE
301 W HOWARD LN STE 100
AUSTIN, TX, 78753-9750

Bill-To Account #: 855696

BECKER EYECARE LLC
DBA BECKER EYECARE
301 W HOWARD LN STE 100
AUSTIN, TX, 78753-9750

Payer Account #: 855696

BECKER EYECARE LLC
DBA BECKER EYECARE
301 W HOWARD LN STE 100
AUSTIN, TX, 78753-9750

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PURCHASE PRODUCTS

Place a Standard Order

Once you are ready to make a purchase, locate the item that you wish to purchase.

1. Search the catalog of products by using the **Purchase Products** drop-down menu.

2. Locate your favorite product by entering in the name or SKU.

Purchase Products / Account Dashboard

ALLERGAN PARTNER PRIVILEGES APP	
My APP™ Tier Level	GOLD
Tier Level	TIER 1
Tier Level	TIER 0
Tier Level	TIER 2
Tier Level	TIER 1

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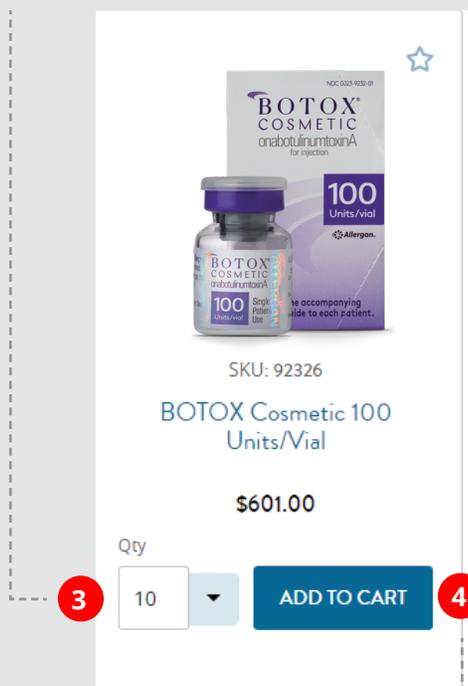
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Place a Standard Order

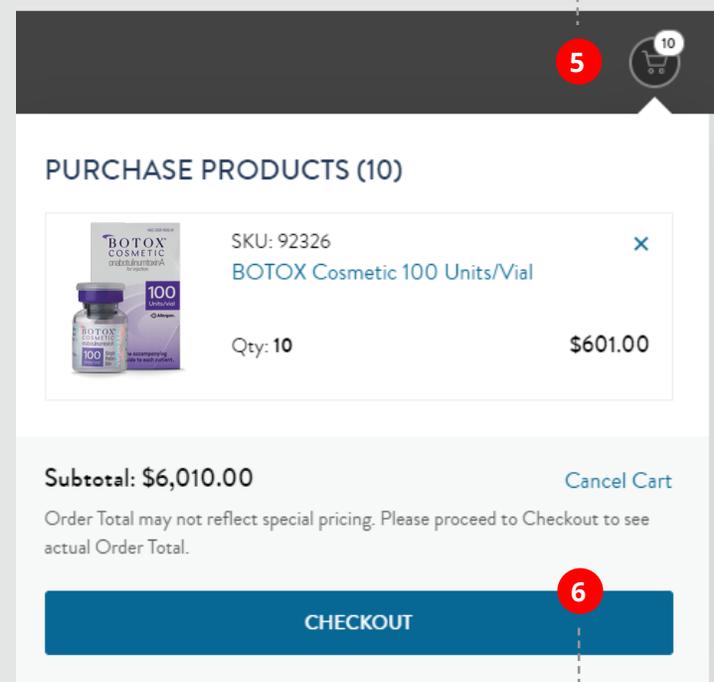
Continued...

3. After you have selected your product, select the quantity. You can do this by either entering the number or using the drop-down arrow.



4. Click **Add to Cart**. You will see the cart icon update with the number of items you added.

5. When you are ready to check out, hover over the cart icon located in the top right of the dark grey bar.



6. This will take you to the checkout screen.

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).

Place a Standard Order (continued on next page) ►

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Place a Standard Order

Continued...

7. Enter a Purchase Order number.

You can use any combination of alpha numeric characters. Please do not enter any patient identifying information in this field.

8. Click **Proceed to Payment Information.****9. Choose your payment method.**

You will see all options for payment that your account is eligible for. If the account is set up for invoices, you will see an option for **Bill Me Later**.

10. Agree to the Terms and Conditions by clicking the box located to the left, and click **Place Order.**

2. PURCHASE INFORMATION

Purchase Order Number * 

7

3. PAYMENT INFORMATION

Bill To	Payer
Account #: 855698 301 W HOWARD LN STE 200 AUSTIN, TX US 78753-9754	Account #: 855698 301 W HOWARD LN STE 200 AUSTIN, TX 78753-9754

9 Choose Payment Method

Electronic Check Estimated savings using Electronic Check payment method is \$30.05

Credit Card

Bill Me Later

All orders processed under this payment method are subject to Credit Check and Review

By placing the order I hereby confirm that I have read and agree to this site's Conditions of Use and Allergan's Terms and Conditions and I understand that all orders are subject to review prior to shipping.

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Place a Standard Order

You will have the opportunity to review the items that you have added to your cart. Each item will be listed here on the Checkout page. You will be able to see your price, the quantity, and extended price. Any free goods will be added to the cart.

11. To change your shipping method, select the drop-down arrow in this field. Once you have chosen your preferred shipping method, the Estimated Delivery Date and time will populate.

12. Click **Proceed to Purchase Information**.

Secure Checkout

1. REVIEW PRODUCTS (20)

This Is A Future Order

PRODUCT	PRICE	QTY	EXTENDED PRICE	SHIPPING METHOD / EST. DELIVERY DATE
<input type="checkbox"/>  SKU: 92326 BOTOX Cosmetic 100 Units/Vial + Additional Details	\$601.00	10	\$6,010.00	\$0 FedEx Standard C Est. Delivery Date 10 items - 07/01/2019 03:00 pm - Mon
 SKU: 72284US20 Med Guide BOTOX Cosmetic This item is free + Additional Details	\$0.00	10	\$0.00	Est. Delivery Date 10 items - 07/01/2019 03:00 pm - Mon

Quickly add products to the cart, without leaving this page

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).

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Place a Standard Order

An order confirmation page will appear for your review. An email will also be sent to the email on file. Once tracking information is created, a Shipping Confirmation email will be sent.

This is the Purchase Order number that you created during the checkout process.

Secure Checkout

Thank you for choosing Allergan.
We appreciate your business!

Order Acknowledgement and Shipping Confirmation will be sent to the email address on file

Ship To: Account #: 855699 Order Date: 6/27/19 Order Number: 0125132685 Purchase Order: Purchase Order Payment Method: Bill Me Later

[RETURN HOME](#) [PRINTER FRIENDLY](#)

Order Details

PRODUCT	SKU	PRICE	QTY	EXTENDED PRICE
 BOTOX Cosmetic 100 Units/Vial	92326	\$601.00	10	\$6,010.00
 Med Guide BOTOX Cosmetic	72284US20	\$0.00	10	\$0.00

[RETURN HOME](#)

Order Summary

Subtotal	\$6,010.00
Shipping	Free
Sales Tax	\$0.00
Total	\$6,010.00

This is your order number. Be sure to keep this handy.

This is the Payment Method that you selected during the checkout process.

This will review the items that you ordered.

This reviews your subtotal, any shipping charges, taxes, and total amount of your order.

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PURCHASE PRODUCTS

Set Up a Recurring Order

Your recurring orders will be identified on your Account Dashboard.

1. Click **Set Up New Recurring Order** to begin setting up your new Recurring Order.

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PURCHASE PRODUCTS

Set Up a Recurring Order

You will see the catalog of eligible products located on the left side of the screen. Please note, if you have excluded any items from your catalog for standard orders, those products will also be excluded here.

1. Select the family of products you would like to search.

The screenshot displays the 'Create Recurring Order' workflow. At the top, it shows the progress: Step 1. Choose Products > Step 2. Adjust Settings > Step 3. Confirm Recurring Order. A search bar is present with the placeholder 'Search BOTOX® Therapeutic products...'. Below the search bar is a 'PURCHASE PRODUCTS' sidebar with a list of product families: BOTOX® Cosmetic, JUVÉDERM®, JUVÉDERM VOLBELLA® XC, JUVÉDERM VOLLURE™ XC, JUVÉDERM VOLUMA™ XC, KYBELLA®, LILETTA®, REFRESH® BRAND, and SKINMEDICA®. A red circle '1' highlights the 'BOTOX® Cosmetic' selection. The main product catalog shows two items: 'BOTOX Cosmetic 100 Units/Vial' (SKU: 92326, \$601.00) and 'BOTOX Cosmetic 50 Units/Vial' (SKU: 93919, \$331.00). Each item has a quantity dropdown set to '1' and a 'SELECT' button. Red circles '2' and '3' highlight these elements. At the bottom of the product grid is a 'PROCEED WITH (5) SELECTED PRODUCTS' button, highlighted with a red circle '4'.

2. Select the quantity to add to your recurring order. You can do this by clicking the drop-down arrow or typing manually.

3. Click **Select** to add the items to your cart.

4. Click **Proceed with Selected Products** once you are satisfied.

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).

Set Up a Recurring Order (continued on next page) ►

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PURCHASE PRODUCTS

Set Up a Recurring Order

Adjust the details of your recurring order on the Order Settings page.

5. You may select a pre-set frequency or choose your own custom dates.

Create Recurring Order [Step 1. Choose Products](#) > **Step 2. Adjust Settings** > [Step 3. Confirm Recurring Order](#)

Adjust your Recurring Order Details.
 You can change frequency and other settings.

I want my products to be processed together.

I want my products to be processed separately.

ORDER SETTINGS

Delivery Frequency: * **5**

Next Ship Date: * **6**

End Ship Date: **7**

5 Products

BOTOX 100 Units/Vial ✕

SKU: 91223US
 Price: \$601.00
 Extended Price: \$3,005.00
 Est. Delivery Date

● 5 Items - 09/30/2019 03:00 pm Mon

Qty:

7. This is not a required field. If you would like to have your recurring order end on a specific date, please select that here.

8. Click **Review My Recurring Order**.

6. This will populate with the next eligible shipping date. If you would like to receive your first shipment on a different date, please select that here.

8. Click **Review My Recurring Order**.

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).

Set Up a Recurring Order (continued on next page) ►

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PURCHASE PRODUCTS

Set Up a Recurring Order

Continued...

9. Select the payment method. Choose either Credit Card or Bill Me Later (if your account is set up for terms). Electronic check payments are not available for recurring orders.

10. Accept the Invoicing and Conditions by checking the box.

11. Click **Activate This Recurring Order**.

Choose Payment Method



Electronic Check

Credit Card

Bill Me Later

You have Autopay enabled on your account. All invoices generated as part of the Recurring Orders placed would be automatically billed to the credit card on profile.

Prices subject to change. You have the right to cancel the future orders at any time.

By creating the Recurring Order I hereby confirm that I have read and agree to this site's Conditions of Use and Allergan's Terms and Conditions and I understand that all orders are subject to review prior to shipping.

ACTIVATE THIS RECURRING ORDER

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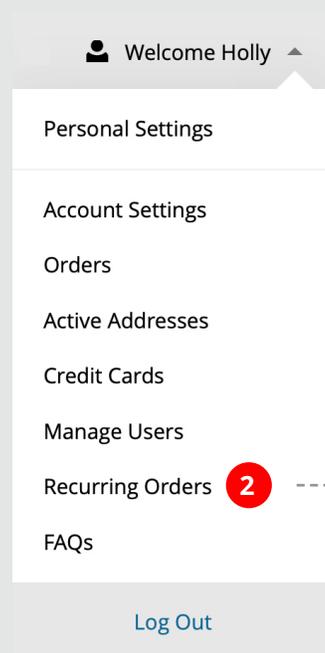
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PURCHASE PRODUCTS

Manage a Recurring Order

You can manage your current recurring orders in 2 ways.

1. From the Account Dashboard screen, click **View Recurring Orders**.



Purchase Products

ACCOUNT STATUS

OR

2. Navigate to **Welcome [Name]** in the top right of the screen. Select **Recurring Orders**.

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PURCHASE PRODUCTS

Manage a Recurring Order

Continued...

3. Click **Create Recurring Order** to set up a new recurring order.

4. This is the auto-generated name of your recurring order. You can change this at any time by clicking **Manage Order**.

5. This will list the following:

- *Status*
- *Total Price*
- *Delivery Frequency*
- *Next Ship Date*
- *End Ship Date (if any)*

6. Pause or Cancel options (with tooltip).

7. Click **Manage Order** to make changes to your recurring order.

The screenshot shows the 'Recurring Orders' page. At the top right, there is a 'Filter Orders (1)' dropdown and a 'CREATE RECURRING ORDER' button (callout 3). Below this is a table of recurring orders. The first order is selected, showing its ID 'RO1570232286522' (callout 4). The table row includes columns for Status (Active), Total Price (\$6,341.00), Delivery Frequency (Every Week), Next Ship Date (10/05/2019), End Ship Date, and Last Modified by (Holly Becker). A 'MANAGE ORDER' button is visible to the right of the row (callout 7). Below the table, there are 'Pause' and 'Cancel' options with tooltips (callout 6). The table lists two products: BOTOX Cosmetic 50 Units/Vial (SKU: 93919) and BOTOX Cosmetic 100 Units/Vial (SKU: 92326). Each product entry shows its quantity, price, extended price, and estimated delivery date. At the bottom of the page, there is another 'CREATE RECURRING ORDER' button and a 'Showing 1 of 1' indicator.

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).

Manage a Recurring Order (continued on next page) ►

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Manage a Recurring Order

Continued...

8. This is an auto-generated field. **Click Edit Nickname** to update the name. Please be sure not to include any patient identifying information in this field.

9. View Status, Total Price, and Modification History. You can also pause or cancel the order.

10. Review and update your Delivery Frequency, Next Ship Date, End Ship Date, and Payment Method. You also have the option to Skip Your Next Shipment. Click **Save Changes** to keep any updates that you make.

11. View any previous shipments for this recurring order.

8 RO1569259905384
[EDIT NICKNAME](#)

Status: **Active**

Total Price: **\$3,005.00**

Last Modified By: **Holly Becker** [History](#)

[Pause Order](#) [Cancel Order](#)

9 **10** **ORDER SETTINGS**

Delivery Frequency	Next Ship Date *	End Ship Date	Payment Method
Every 8 Weeks	09/24/2019	Not Set...	Bill Me Later
			Change Payment Method

[Skip Next Shipment](#)

SAVE CHANGES

11 **PLACED ORDERS**

No Order for this Recurring Order has been placed.

1 Product



SKU: 92326

BOTOX Cosmetic 100 Units/Vial

Quantity: 10

Price: **\$601.00**

Extended price: **\$6,010.00**

Estimated Delivery Date: 10/07/2019

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).

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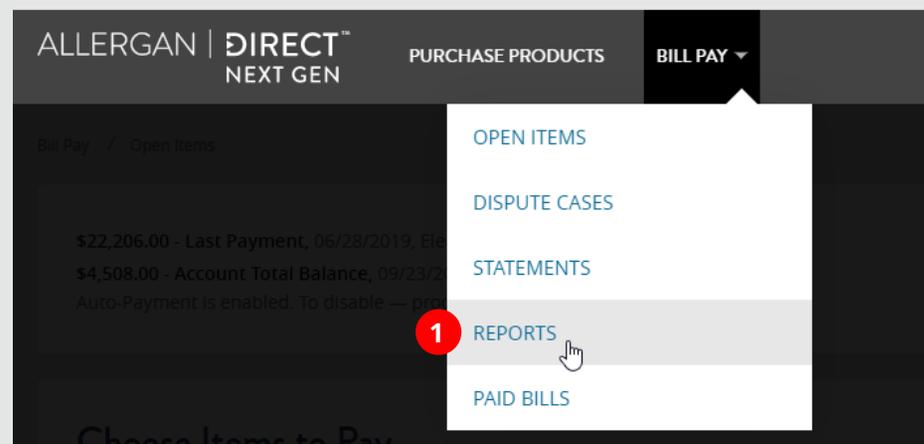
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PURCHASE PRODUCTS

Reporting for Recurring Orders*

Easily run reports to better manage your recurring orders.

1. Click **Reports** located on the Bill Pay main menu.



2. Use the radio button to select **Recurring Orders**.

3. Click **Export all to .csv** to view a spreadsheet of your recurring orders.

4. Select **Filter Orders** to narrow down your list by status or by Ship-To, Bill-To, or Sold-To Account.

The screenshot shows the 'Reports' page with three radio buttons: Purchase History, Open Items with Ship-To and Bill-To, and Recurring Orders (selected). The 'Recurring Orders' report is displayed with an 'EXPORT ALL TO .CSV' button (highlighted with a red circle and '3') and a 'Filter Orders' dropdown (highlighted with a red circle and '4').

Recurring Orders EXPORT ALL TO .CSV Filter Orders

RECURRING ORDER 1 [Show Account Data](#)

Status:	Total Price:	Delivery Frequency	Next Ship Date	End Ship Date	Payment Method
Active	\$3,005.00	Every 8 Weeks	24 Sep 2019		Bill Me Later

PRODUCT	SKU	QTY	PRICE
BOTOX 100 Units/Vial	91223US	5	\$3,005.00

*You must have access to Bill Pay to view this report.

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PURCHASE PRODUCTS

Track Orders*

Allergan Direct™ makes it easy to track your orders.

1. On the top right, select the drop-down arrow next to **Welcome [Name]**. Select **Orders**.

2. When you have located the order, click on **Track Shipment**. This will open up a new tab with real-time tracking information.

ORDER PLACED	CHANNEL / ORDER NUMBER	PURCHASE ORDER	STATUS	ORDER TYPE	ORDER TOTAL
06/27/2019	0125132685	Purchase Order	Pending	Standard Order	\$6,010.00

BOTOX Cosmetic 100 Units/Vial
\$601.00 each
 Quantity: 10
[BUY IT AGAIN](#)

[FULL ORDER DETAILS](#)
[TRACK SHIPMENT](#)
[FAVORITE THIS ORDER](#)

[RE-ORDER](#)

*Note: the Order Status must be completed for tracking information to be available.

Please see BOTOX® Cosmetic (onabotulinumtoxinA) full **Prescribing Information**, including **Boxed Warning** and **Medication Guide**.

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IMPORTANT SAFETY INFORMATION

BILL PAY

Open Items

The Open Items screen gives you a snapshot of your account and its financials.

LAST PAYMENT

Shows the amount of the last payment, the date, and the payment method.

ACCOUNT TOTAL BALANCE

Shows the overall account balance.

1. To pay any past due debits, click on **Pay Past Due**.

ALLERGAN | DIRECT™
NEXT GEN

PURCHASE PRODUCTS BILL PAY ▾

Bill Pay / Open Items

\$6,964.00 - Last Payment, 06/24/2019, Other
\$66,286.89 - Account Total Balance, 06/28/2019
 Auto-Payment is disabled. To enable — proceed to Account Settings.

Past Due Debits: **\$47,856.00**
 Past Due Credits: **-\$18,364.03**
 Total Past Due Balance: **\$29,491.97**

PAY PAST DUE 1
 See FAQs

Choose Items to Pay

SEARCH 🔍

	DOCUMENT	PO NUMBER	DUE DATE	AMOUNT	PAYMENT AMOUNT	ACTIONS
INV	<input type="checkbox"/>	1074604533	Purchase Order 2	09/26/2019	\$16,196.00	
INV	<input type="checkbox"/>	1074604534	Purchase Order	09/26/2019	\$6,010.00	

EXPORT TO EXCEL ▾

Showing 2 of 2

Selected Items

Document	Payment Amount
No selected items. Please select all serial numbers which have been used.	
PROCEED TO PAYMENT	

PAST DUE
Shows any past due debits, credits, and the overall past due balance of the account.

AUTO PAYMENT

Displays the **auto-payment** status of the account. Also includes an option to enable/disable.

ITEMS TO PAY

Displays a list of any open invoices or credits.

INVOICE

To view a copy of the invoice, click on the PDF icon.

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IMPORTANT SAFETY INFORMATION

BILL PAY

Pay Invoice

When you are ready to make a payment, you will first need to locate the invoice.

1. Click the blue **Search** button located in the middle of the Open Items screen.

Choose Items to Pay

	DOCUMENT	PO NUMBER	DUE DATE	AMOUNT	PAYMENT AMOUNT	ACTIONS
INV	1074604533	Purchase Order 2	09/26/2019	\$16,196.00		
INV	1074604534	Purchase Order	09/26/2019	\$6,010.00		

EXPORT TO EXCEL

2. A larger search window will appear. You can search by the following criteria:

- Due Date Range
- Document Date Range
- Document Number
- Amount
- Purchase Order (PO) Number
- Invoice Reference
- Bill-To account number
- Ship-To account number

SEARCH

Due Date Range

Document Date Range

Document Number...

Show All Items

Amount From...

Amount To...

PO Number...

Invoice Reference...

Bill-To...

Ship-To...

Clear Search Criteria

SEARCH

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BILL PAY

Pay Invoice

Continued...

3. Click on the box located to the left of the document number. This will cause the line item to turn yellow.

5. As you select each item, the **Selected Items** field will update with the new items and the updated payment total. Invoices selected for payment can be removed from the selected items sections by clicking on the **X**.

\$22,206.00 - Account Total Balance, 06/28/2019
 Auto-Payment is disabled. To enable — proceed to Account Settings.

Choose Items to Pay

SEARCH

	<input checked="" type="checkbox"/>	DOCUMENT	PO NUMBER	DUE DATE	AMOUNT	PAYMENT AMOUNT	ACTIONS
INV	<input checked="" type="checkbox"/>	1074604533	Purchase Order 2	09/26/2019	\$16,196.00	<input type="text" value="\$16,196.00"/>	
INV	<input checked="" type="checkbox"/>	1074604534	Purchase Order	09/26/2019	\$6,010.00	<input type="text" value="\$6,010.00"/>	

EXPORT TO EXCEL

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Selected Items

Document Payment Amount

INV 1074604534 \$6,010.00 X

INV 1074604533 \$16,196.00 X

Payment Total: \$22,206.00

PROCEED TO PAYMENT

4. The full amount of the invoice will auto-populate in the **Payment Amount** field. If you wish to partially pay an invoice, please enter the amount that you wish to pay in this box.

6. When you are satisfied, click **Proceed to Payment**. You will be routed to the **Payment Information** page.

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IMPORTANT SAFETY INFORMATION

BILL PAY

Pay Invoice

Continued...

7. If there are any credit memos available to apply to the invoice, a pop-up will appear.

8. If you would like to apply a credit memo, simply click anywhere on the credit memo.

9. To proceed *without* applying any credit memos, select **Payment Information**.

10. Once you have selected a credit memo to apply to the invoice, it will move to the top of the pop-up.

11. When you have selected your desired credit memos to apply to the invoice and are ready to proceed, select **Payment Information**.

7 AVAILABLE CREDITS

Please select the available credit(s) you would like to apply towards this payment.

8

CM	-\$278.50	3061271856	BRST	08/21/2017
Other	-\$239.18	13060722	BRST PROD TRANSFER	06/15/2019
CM	-\$1,152.00	3061569883	5/3/19	09/03/2019
CM	-\$24.00	3061571593	5/3/2019	09/09/2019

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PAYMENT INFORMATION CANCEL

AVAILABLE CREDITS

Please select the available credit(s) you would like to apply towards this payment.

10

CM	-\$24.00	3061571593	5/3/2019	09/09/2019	X
CM	-\$278.50	3061271856	BRST	08/21/2017	
Other	-\$239.18	13060722	BRST PROD TRANSFER	06/15/2019	
CM	-\$1,152.00	3061569883	5/3/19	09/03/2019	

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BILL PAY

Pay Invoice

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12. You may pay an invoice using one of two methods: electronic check or credit card.

To pay by electronic check: enter your routing number, account number, and the name of the account holder.



To pay by credit card: enter the name on the card, card number, expiration date, and the initials of the person authorizing the charge. You may save this credit card for future use.

13. You must agree to the Terms and Conditions by selecting the box located to the right.

14. Click **Make Payment** to submit your payment.

Payment Information

	DOCUMENT	PO NUMBER	DUE DATE	AMOUNT	PAYMENT AMOUNT
INV	1074604534	Purchase Order	09/26/2019	\$6,010.00	\$6,010.00
INV	1074604533	Purchase Order 2	09/26/2019	\$16,196.00	\$16,196.00

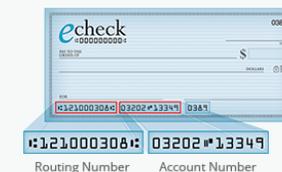
Choose Payment Method

Electronic Check

Routing Number *

Account Number *

Account Holder



Routing Number

Account Number

Credit Card

13

By making payment I hereby confirm that I have read and agree to this site's Conditions of Use and Allergan's Terms and Conditions of the payment method I have selected.

14

MAKE PAYMENT

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IMPORTANT SAFETY INFORMATION

BILL PAY

Pay Invoice

Upon successful completion of your payment, you will be navigated to the Bill Paid Receipt page.

Each line item that you paid will be displayed here, as well as the document number, PO (Purchase Order) number, due date, amount, and payment amount.

Bill Paid Receipt

✓ This transaction has been processed.

	DOCUMENT	PO NUMBER	DUE DATE	AMOUNT	PAYMENT AMOUNT
INV	1074604534	Purchase Order	09/26/2019	\$6,010.00	\$6,010.00
INV	1074604533	Purchase Order 2	09/26/2019	\$16,196.00	\$16,196.00

Total Debits	\$22,206.00
Total Credits	\$0.00
Total Net Payment Amount	\$22,206.00

BACK TO OPEN ITEMS

This will show the total amount of the payment you just completed.

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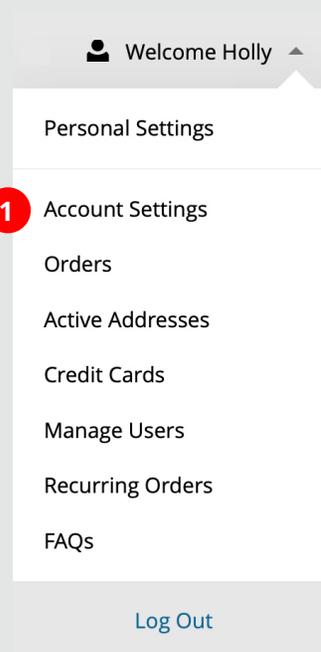
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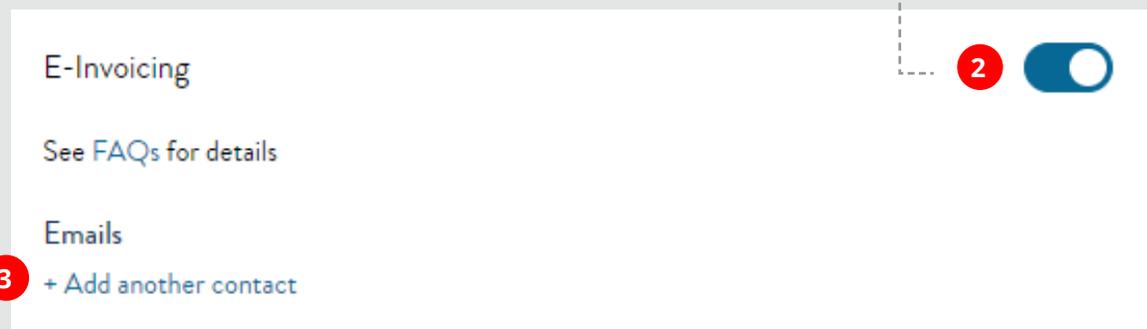
E-Invoicing

E-Invoicing allows you to receive your invoices via email.

1. Navigate directly to the **Account Settings** page at any point in your Allergan Direct™ session.



3. If you want the invoice to be sent to other users, select **+Add another contact**.



2. On the **Account Settings** page, click on the radio button next to **E-Invoicing**. This will turn the button blue and more dropdowns will appear.

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IMPORTANT SAFETY INFORMATION

BILL PAY

E-Invoicing

Continued...

4. Enter the email address that you would like to receive the electronic invoice.

5. To add additional recipients, click **+Add another contact**.

6. Agree to the Terms and Conditions.

7. Click **Save Changes**.

The screenshot shows the 'E-Invoicing' settings page. At the top right is a toggle switch that is turned on. Below it is a link 'See FAQs for details'. A red message says 'Please click Save Changes to apply these changes'. Under the 'Emails' section, there is a text input field containing 'beckermedispa@gmail.com' with a blue 'X' button to its right. Below the input field is a '+ Add another contact' button. Under the 'Auto-Payment' section, there is a toggle switch that is turned on. Below that is a checkbox that is checked, with the text 'By Submitting this info I Confirm that I have read Terms and Conditions'. At the bottom of the page is a large blue button labeled 'SAVE CHANGES'. Red circles with numbers 4 through 7 are overlaid on the page to indicate the steps described in the text.

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IMPORTANT SAFETY INFORMATION

BILL PAY

Enroll in Auto-Pay*

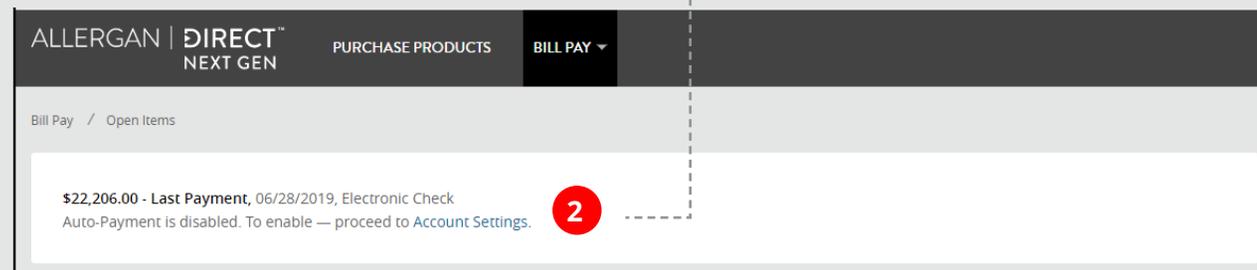
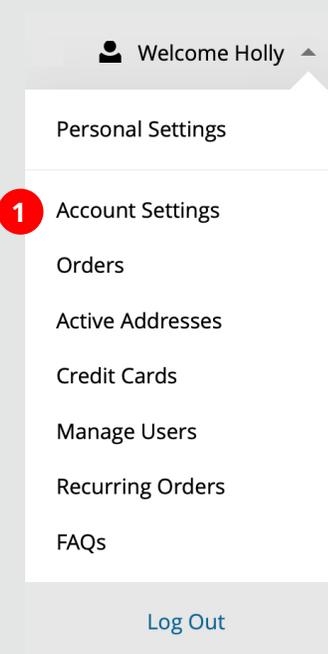
Auto-Payment is a weekly, automatic payment that is set to only pay for invoices and their linked credit. Your card will be charged every Friday for all invoices, linked credits, and past due amounts as of that Friday's date. You will have an option to receive a reminder notice 5 days prior to the card being charged. This is activated automatically when you enroll.

You can begin the enrollment on 1 of 2 screens:

1. On the Bill Pay Open Items page, select **Account Settings**.



2. Navigate directly to the **Account Settings** page.



*You must be an Admin or Super Admin to view this screen.

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BILL PAY

Enroll in Auto-Pay

Continued...

3. On the **Account Settings** page, click on the radio button next to **Auto-Payment**. This will turn the button blue and more dropdowns will appear.

Account Settings

Statement Delivery Method

Monthly statement will be mailed to the Bill-To address as noted on the invoice. Please contact us 1-800-811-4148 for any changes to your mailing address.

Disable Payment Reminder Notifications

Prevent Sales Rep to place orders on my behalf

E-Invoicing
 Service is temporary unavailable, please contact support or try again later

Auto-Payment **3**

By Submitting this info I Confirm that I have read Terms and Conditions

SAVE CHANGES

You must have at least 1 credit card saved on file to proceed. If you do not have a credit card on file, you will receive the error message below:

You have no saved cards for auto-payment, need to add card first.

To add a card, please see [Credit Cards](#).

Auto-Payment

See FAQs for details

MasterCard-*****4444 (01/24) ▼

Email * **4**
 beckermedispa@gmail.com

Auto-Payment Reminder

Submission is confirmation I have read and agree to the Terms and Conditions of AutoPay. **5**

By Submitting this info I Confirm that I have read Terms and Conditions

6 **SAVE CHANGES**

4. Enter an email address where you would like to receive Auto-Payment reminders.

5. Agree to all sets of Terms and Conditions.

6. Click **Save Changes**.

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IMPORTANT SAFETY INFORMATION

BILL PAY

View APP Rebates

*If you have unused APP Quarterly rebates, they will be visible on the Bill Pay Open Items screen.
 If a rebate has been previously applied to an invoice, it will no longer show on this screen.*

1. Once a rebate is posted to your account it will be listed as a credit memo on your account. *There will be a credit memo for each Ship-To account that qualified.*

The screenshot shows the 'BILL PAY' section of the Allergan Direct Next Gen interface. At the top, there's a navigation bar with 'ALLERGAN | DIRECT NEXT GEN', 'PURCHASE PRODUCTS', and 'BILL PAY'. Below this, the page title is 'Bill Pay / Open Items'. A summary box shows '\$22,206.00 - Last Payment, 06/28/2019, Electronic Check' and a note that 'Auto-Payment is disabled'. The main area is titled 'Choose Items to Pay' and contains a table with columns: DOCUMENT, PO NUMBER, DUE DATE, AMOUNT, PAYMENT AMOUNT, and ACTIONS. The table lists four items: an invoice (INV) for \$18,030.00 and three credit memos (CM) for rebates totaling -\$34,450.78, -\$96.59, and -\$383.68. A red circle with the number '1' is placed over the first rebate row. To the right, a 'Selected Items' panel is empty, showing a message: 'No selected items. Please select all serial numbers which have been used.' and a 'PROCEED TO PAYMENT' button.

DOCUMENT	PO NUMBER	DUE DATE	AMOUNT	PAYMENT AMOUNT	ACTIONS
INV	1074804170	09/03/2019	\$18,030.00		PDF
CM	3061584279	09/04/2019	-34,450.78		PDF
CM	3061584280	09/04/2019	-96.59		PDF
CM	3061584281	09/04/2019	-383.68		PDF



Please note that once you apply a rebate to an invoice, it will no longer be available on this screen.

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BILL PAY

View APP Rebates

Continued...

SEARCH

Due Date Range Document Date Range

Document Number... Show All Items

Amount From... Amount To...

PO Number... Invoice Reference...

Bill-To... Ship-To... **2**

Clear Search Criteria SEARCH

2. If you would like to narrow your view by a particular Ship-To, select the **Search** button and enter the account number. *This refines the list of open items to include only those that apply to that Ship-To.*

3. To expand the rebate, click on the drop-down arrow located to the right of the CM icon.

Products	Qty	Extended Price	Serial Number
Rebate	1	-\$277.27	

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View APP Rebates

Continued...

4. To view detailed information on the rebate, click on the PDF icon located under the **Actions** column.

Choose Items to Pay

	DOCUMENT	PO NUMBER	DUE DATE	AMOUNT	PAYMENT AMOUNT	ACTIONS
CM	<input type="checkbox"/>	3061584279	Q2 2019 APP REBATE	09/04/2019	-\$34,450.78	 4

Rebate Plan	Document Date	Customer Level	Rebate Period		
Q2 2019 APP REBATE	08/05/2019	APP Top 500	04/01/2019 TO 06/30/2019		
Product	Rebate Purchases	% of Breast Recon	Net Rebate Purchases	Rebate %	Rebate Amount
APP	1,966.50	N/A	1,848.51	15.00 %	277.27-
APP	141,235.00	N/A	141,235.00	15.00 %	21,185.25-
APP	231.00	N/A	212.52	15.00 %	31.88-
APP	48,480.00	N/A	41,208.00	20.00 %	8,241.60-
APP	32,000.00	N/A	32,000.00	2.00 %	640.00-

This will open a new window with the rebate credits. It will include:

- *Rebate Plan*
- *Document Date*
- *APP Customer Level*
- *Rebate Period*
- *Product*
- *Rebate Purchases*
- *Net Rebate Purchases*
- *Rebate %*
- *Rebate Amount*

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**INDICATIONS, IMPORTANT
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TROUBLESHOOTING

Forgot Password

Resetting your password is quick and easy.

1. To retrieve a forgotten password, click **Forgot Password**.

LOG IN

Email ⓘ

Password

Remember me **1** [Forgot password](#)

2. Enter your email and click **Send**. This will trigger a **Password Reset** email to be sent to you. Be sure to check your junk or spam folder.

FORGOT PASSWORD?

Request to Reset Your Password

Provide your account email to receive an email to reset your password.

Note: if you change your password on this website, it will affect all other Allergan websites where this login ID is used.

Email *
 2

**ALLERGAN | DIRECT
NEXT GEN**

Dear **HOLLY BOBBIE**

We received a request to reset the password associated with this email address.

If you made this request, please follow the instructions below.
 If you did not request to have your password reset you can safely ignore this email.
 Rest assured your customer account is safe.

3 Click the link below to reset your password:

3. Click the link provided in the email to reset your password.



Please note that changing your password will update any other Allergan service that uses these credentials.

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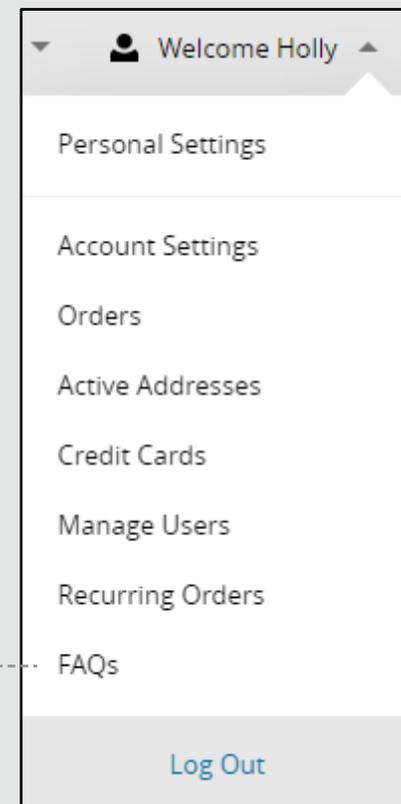
We are here to support you through your journey on Allergan Direct™.

Contact

If you need help or need to set up access, feel free to contact us at 1.855.246.3728, Monday through Friday, 8 AM to 6 PM CT.

Support

Frequently Asked Questions are available by navigating to the **Welcome [Name]** drop-down menu and selecting **FAQs**.



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IMPORTANT SAFETY INFORMATION

INDICATIONS, IMPORTANT SAFETY INFORMATION, and PRESCRIBING INFORMATION

BOTOX® Cosmetic (onabotulinumtoxinA) Important Information

Indications

BOTOX® Cosmetic (onabotulinumtoxinA) is indicated in adult patients for the temporary improvement in the appearance of:

- Moderate to severe glabellar lines associated with corrugator and/or procerus muscle activity
- Moderate to severe lateral canthal lines associated with orbicularis oculi activity
- Moderate to severe forehead lines associated with frontalis activity

IMPORTANT SAFETY INFORMATION, INCLUDING BOXED WARNING

WARNING: DISTANT SPREAD OF TOXIN EFFECT

Postmarketing reports indicate that the effects of BOTOX® Cosmetic and all botulinum toxin products may spread from the area of injection to produce symptoms consistent with botulinum toxin effects. These may include asthenia, generalized muscle weakness, diplopia, ptosis, dysphagia, dysphonia, dysarthria, urinary incontinence, and breathing difficulties. These symptoms have been reported hours to weeks after injection. Swallowing and breathing difficulties can be life threatening and there have been reports of death. The risk of symptoms is probably greatest in children treated for spasticity, but symptoms can also occur in adults treated for spasticity and other conditions, particularly in those patients who have an underlying condition that would predispose them to these symptoms. In unapproved uses, including spasticity in children, and in approved indications, cases of spread of effect have been reported at doses comparable to those used to treat cervical dystonia and spasticity and at lower doses.

CONTRAINDICATIONS

BOTOX® Cosmetic is contraindicated in the presence of infection at the proposed injection site(s) and in individuals with known hypersensitivity to any botulinum toxin preparation or to any of the components in the formulation.

WARNINGS AND PRECAUTIONS

Lack of Interchangeability Between Botulinum Toxin Products

The potency units of BOTOX® Cosmetic are specific to the preparation and assay method utilized. They are not interchangeable with other preparations of botulinum toxin products and, therefore, units of biological activity of BOTOX® Cosmetic cannot be compared to nor converted into units of any other botulinum toxin products assessed with any other specific assay method.

Spread of Toxin Effect

Please refer to Boxed Warning for Distant Spread of Toxin Effect.

No definitive serious adverse event reports of distant spread of toxin effect associated with dermatologic use of BOTOX® Cosmetic at the labeled dose of 20 Units (for glabellar lines), 24 Units (for lateral canthal lines), 40 Units (for forehead lines with glabellar lines), 44 Units (for simultaneous treatment of lateral canthal lines and glabellar lines), and 64 Units (for simultaneous treatment of lateral canthal lines, glabellar lines, and forehead lines) have been reported. Patients or caregivers should be advised to seek immediate medical care if swallowing, speech, or respiratory disorders occur.

Serious Adverse Reactions With Unapproved Use

Serious adverse reactions, including excessive weakness, dysphagia, and aspiration pneumonia, with some adverse reactions associated with fatal outcomes,

have been reported in patients who received BOTOX® injections for unapproved uses. In these cases, the adverse reactions were not necessarily related to distant spread of toxin, but may have resulted from the administration of BOTOX® to the site of injection and/or adjacent structures. In several of the cases, patients had pre-existing dysphagia or other significant disabilities. There is insufficient information to identify factors associated with an increased risk for adverse reactions associated with the unapproved uses of BOTOX®. The safety and effectiveness of BOTOX® for unapproved uses have not been established.

Hypersensitivity Reactions

Serious and/or immediate hypersensitivity reactions have been reported. These reactions include anaphylaxis, serum sickness, urticaria, soft-tissue edema, and dyspnea. If such reactions occur, further injection of BOTOX® Cosmetic should be discontinued and appropriate medical therapy immediately instituted. One fatal case of anaphylaxis has been reported in which lidocaine was used as the diluent

and, consequently, the causal agent cannot be reliably determined.

Cardiovascular System

There have been reports following administration of BOTOX® of adverse events involving the cardiovascular system, including arrhythmia and myocardial infarction, some with fatal outcomes. Some of these patients had risk factors including pre-existing cardiovascular disease. Use caution when administering to patients with pre-existing cardiovascular disease.

Increased Risk of Clinically Significant Effects With Pre-existing Neuromuscular Disorders

Individuals with peripheral motor neuropathic diseases, amyotrophic lateral sclerosis, or neuromuscular junction disorders (eg, myasthenia gravis or Lambert-Eaton

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IMPORTANT SAFETY INFORMATION

IMPORTANT SAFETY INFORMATION (continued)

syndrome) should be monitored when given botulinum toxin. Patients with neuromuscular disorders may be at increased risk of clinically significant effects including generalized muscle weakness, diplopia, ptosis, dysphonia, dysarthria, severe dysphagia, and respiratory compromise from onabotulinumtoxinA (see *Warnings and Precautions*).

Dysphagia and Breathing Difficulties

Treatment with BOTOX® and other botulinum toxin products can result in swallowing or breathing difficulties. Patients with pre-existing swallowing or breathing difficulties may be more susceptible to these complications. In most cases, this is a consequence of weakening of muscles in the area of injection that are involved in breathing or oropharyngeal muscles that control swallowing or breathing (see *Boxed Warning*).

Pre-existing Conditions at the Injection Site

Caution should be used when BOTOX® Cosmetic treatment is used in the presence of inflammation at the proposed injection site(s) or when excessive weakness or atrophy is present in the target muscle(s).

Dry Eye in Patients Treated With BOTOX® Cosmetic

There have been reports of dry eye associated with BOTOX® Cosmetic injection in or near the orbicularis oculi muscle. If symptoms of dry eye (eg, eye irritation, photophobia, or visual changes) persist, consider referring patients to an ophthalmologist.

Human Albumin and Transmission of Viral Diseases

This product contains albumin, a derivative of human blood. Based on effective donor screening and product manufacturing processes, it carries an extremely remote risk for transmission of viral diseases and variant Creutzfeldt-Jakob disease (vCJD). There is a theoretical risk for transmission of Creutzfeldt-Jakob disease (CJD), but if that risk actually exists, the risk of transmission would also be considered extremely remote. No cases of transmission of viral diseases, CJD or vCJD have ever been identified for licensed albumin or albumin contained in other licensed products.

ADVERSE REACTIONS

The most frequently reported adverse reactions following injection of BOTOX® Cosmetic for glabellar lines were eyelid ptosis (3%), facial pain (1%), facial paresis (1%), and muscular weakness (1%).

The most frequently reported adverse reaction following injection of BOTOX® Cosmetic for lateral canthal lines was eyelid edema (1%).

The most frequently reported adverse reactions following injection of BOTOX® Cosmetic for forehead lines with glabellar lines were headache (9%), brow ptosis (2%) and eyelid ptosis (2%).

DRUG INTERACTIONS

Co-administration of BOTOX® Cosmetic and aminoglycosides or other agents interfering

with neuromuscular transmission (eg, curare-like compounds) should only be performed with caution as the effect of the toxin may be potentiated. Use of anticholinergic drugs after administration of BOTOX® Cosmetic may potentiate systemic anticholinergic effects.

The effect of administering different botulinum neurotoxin products at the same time or within several months of each other is unknown. Excessive neuromuscular weakness may be exacerbated by administration of another botulinum toxin prior to the resolution of the effects of a previously administered botulinum toxin.

Excessive weakness may also be exaggerated by administration of a muscle relaxant before or after administration of BOTOX® Cosmetic.

USE IN SPECIFIC POPULATIONS

There are no studies or adequate data from postmarketing surveillance on the developmental risk associated with use of BOTOX® Cosmetic in pregnant women. There are no data on the presence of BOTOX® Cosmetic in human or animal milk, the effects on the breastfed child, or the effects on milk production.

Please see BOTOX® Cosmetic full Prescribing Information including Boxed Warning and Medication Guide.

