

Global Promo Readiness Guide

September 1, 2025
Microsoft



The content presented in this guide was last updated on:

September 1, 2025

Any changes applied after this date will be included in the next version of this guide.

Promo guide contents

Your promo guide contains two sections:

Section 1

- <u>Useful information on how to use promos</u>
- Useful resources

Section 2

New commerce experience (NCE) promotions

Do you want to know more about Microsoft's offers?

You might want to check:

- Your Partner Center Announcements page.
- The Operations Readiness Resource Gallery.



Navigating the promo calendar view

If you want to know more about a launch, select the title. You'll be automatically redirected to the details page. Additionally, you can refer to the following legend:







Useful information on how to use promos | Volume Licensing and CSP

Promotional discounts are end-customer benefits. Partners are expected to pass the discount on to their customers.

Channel	Identifier	On price list	In Partner Center	ldentifier SKU
Volume Licensing (EA, EAS, EES)	Promo Offers/SKUs	Yes	No	Display Name: Office 365 E1 Promo SKU ID: AAA-12345
CSP	Promo Offers/SKUs	Yes	Yes	Display Name: Office 365 E1 Promo SKU ID: AAA-12345
CSP	Campaigns	No	Yes	Display Name: Office 365 E1 Offer GUID: 91fd106f-4b2c-4938-95ac-f54f74e9a239

Additional notes for CSP campaigns:

- If the promotion is restricted to "new customers only," technical enforcement will apply to new customer tenants, as defined by the promotion eligibility rules.
- No conversion is required at the end of the promotion; customers will make an annual commitment as part of the promotion.
- Billing is consistent with any existing CSP purchases; monthly billing starts when purchases are made.
- When the promotional rate expires, normal prices apply.
- Charges will appear on your monthly bills when promotions are in effect or expire.

EA = Enterprise Agreement

EAS = Enterprise Agreement Subscriptions

EES = Enrollment for Education Solutions

CSP = Cloud Solution Provider

Useful resources

Information related to promos in Partner Center can be found at:

Promotion support

You can also use your regular support channels (for Volume Licensing create a case using the My Cases and Support workspace in VL Central, Partner Center Support for CSP) to log a call if needed.

Excel version

We've made an Excel version of the promo file available to partners who wish to ingest this information directly into owned tools. Select the link to download the file.

What's changed since our last publication?

There have been no updates to the promotions since the last publication.

New commerce experience promotions



The following is a list of promotions available in new commerce experience. Some of these promotions might also be available in traditional license-based Cloud Solution Provider (CSP).



For details about how promotions work in the new commerce experiences, review the <u>how-to topic for new commerce</u> <u>promotions</u>. This includes valuable functional information about promotions in the new commerce world.

As with all transactions, partners should pay special attention to the review screen in the Partner Center checkout experience to ensure the promotion is being applied they expect.

New commerce promotions can be retrieved using the Partner Center API or by viewing the promotion in the Partner Center catalog experience. For additional details on discovering, operationalizing, and verifying eligibility for new commerce promotions, see:

- Partner Center Introduction: New commerce promotions
- Partner Center New commerce license-based overview
- New commerce experience handbook

List of promotions

New commerce promotions are most easily viewed using the <u>Operations Promo Guide Excel file</u>. This file has a tab for new commerce details and includes all active current new commerce promotions. Partners can filter and sort the data. Filtering by column A, **Promotion Type**, partner can quickly find the promotion type that they're looking for. The file includes the following data:

- **Promo type:** These fields align to the promotions listed in the previous section, such as list: Business Voice promo and Pro Direct Support promo. Use the next fields listed to see further details about each promotion type.
- Promo Id: The promo ID is made up of three IDs delimited by a colon and represents the promotion that is applied.
 The promo ID shows up in the reconciliation file after purchase and throughout the Partner Center experience. This
 is an example of a promo ID—39NFJQT1PFPJ:0007:39NFJQT1Q5FN. The last value, sometimes called the promotion's
 availability ID, can change if the promotion is edited or reissued by the system. Partner Center API users should
 always get the current promotion IDs if they are transacting through the APIs.
- **Promo name:** This is the name of the promotion as it appears in the Partner Center user interface, along with the other promotion details. This should also be the title of the SKU being purchased.
- **startDate:** This is the date the promotion became available.
- endDate: This is the date from which the promotion is expected to no longer be available.
- AutoApplied: This indicates if the promotion is automatically applied when transacting. Currently all new commerce promotions are auto-applied.
- **Product Id:** This is the product ID being purchased that the promotion is configured for.
- **SKU Id:** This is the SKU ID being purchased along with the product Id.
- Term: This refers to the term of the product and SKU that the promotion is configured for.
- Billing Cycle: This is the billing plan of the product, SKU and term that the promotion is configured for.
- **Discount type:** This field indicates whether the promotion is a percentage discount or a fixed discount. All current new commerce promotions are a percentage discount.
- Discount value: This field describes the amount of discount.

You can view the actual promotion IDs in the Partner Center catalog purchase experience as well as the promotion details that are returned when calling the getPromotions API.

Verify promotions before being billed

Partners can check the estimates file or unbilled open period line items by going to the Partner Center billing page or by calling the Partner Center APIs to see if promotions were applied to a transaction. The **PromotionID** indicates whether or not the promotion was applied, and the **EffectiveUnitPrice** indicates the price after discount. On average, these details are updated six hours after the transaction. However, sometimes they can take as little as one hour or as long as 24 hours due to system latency.

Partners can also verify if the promotion was applied in the Partner Center order history and activity logs.

Additional information

The discount is calculated as (promo price – unit price) / unit price. Promotions don't apply to nonprofit, academic, and government prices available in CSP.

Purchase price and details:

- Promotional details can be viewed using the Partner Center API or by viewing the promotion in the Partner Center catalog experience.
- Apply the percentage discount in the promotion details to unit prices on the posted price list to determine the expected price.
- You can find purchased promotions in the reconciliation file after the purchase is billed.

Autorenewal:

- **Annual.** At the end of a 12-month subscription, promotion renews into regular price, which includes any price increases that might have been announced.
- **Monthly.** Renews monthly at the promo price during the promo term. Once the promotion ends (June), the subscription will renew into the regular SKU price, which will include price increases that went into effect during the promo period.

Midterm conversions and promotions:

- Midterm conversions of term or billing plan are currently not possible if the subscription was purchased via a
 promotion, including the monthly and annual term promotional discounts that went into effect on January 10, 2022,
 on commercial seat-based offers in new commerce.
- If the subscription has a promotion applied, the term and billing plans can be changed only at the end of the subscription's term.

i Important

A subscription that has been acquired with a promotion disables the ability to change term and billing cycle. Partners that need to change these properties will need to wait until the end of the current subscription term to do so and acquire a new subscription, letting the old subscription end, turning off auto-renew. This is true for both mid-term changes and scheduled changes.

Bridge to the Cloud 2 promotion

Promotion summary

This promotion provides discounted Dynamics 365 online services for eligible Dynamics on-premises commercial customers committed to migrating to the cloud.

Duration

February 1, 2023, to December 31, 2025

Geography

Global

Promo type

New commerce experience, partner-led (CSP)

Products

Most Dynamics 365 SKUs with a three-year term are eligible; see product list in Exhibit A of the policy document

Discount percent and discount description

Discount of 40 percent for a three-year fixed term (non-renewable, non-cancellable)

Customer eligibility

Available to existing Dynamics on-premises commercial customers (as of September 1, 2022) with current/active Enhancement Plan (EP); promo not available for net-new customers

Customer's monthly CSP cost must be equal or greater than its EP cost (at suggested pricing per month)

End customer value prop

Provides "introductory" promotional price for customers migrating from Dynamics on-premises to Dynamics 365 online

Partner value prop

Receive CSP/NCE margins while helping your customer transition to the cloud

How it works

Partners placing eligible purchases through NCE partner-led motion should select the promotion during the purchase process and then update customer's on-premises account.

Next steps/Learn more

Bridge to the Cloud 2 Policy and FAQ

M365 E5 Compliance promo offer for M365 Copilot

Promotion summary

We're offering 50 percent off E5 Compliance PUPM for every seat of Microsoft 365 Copilot purchased. This offer can be applied retroactively to customers who have already purchased M365 Copilot but don't have E5 Compliance.

Duration

February 1, 2025 to February 1, 2026

Geography

Worldwide

Promo type

New commerce, Volume Licensing (VL), Enterprise Agreement (EA), Cloud Solution Provider (CSP)

Products

This offer applies to E5 Compliance. The customer must also have M365 Copilot, as well as the standard prerequisites required for attaching E5 Compliance.

Discount percent and discount description

50 percent off each seat of E5 Compliance for each seat of M365 Copilot sold

Customer eligibility

All commercial customers

End customer value prop

The promo aims to ensure that each M365 Copilot is safely secured with our Hero Data Security product.

Partner value prop

Partners can not only increase the size of M365 Copilot deals but can also go back to previously closed M365 Copilot deals and solicit the new discount opportunity.

How it works

The promo has both modern partner-led and customer SKUs which are available in Partner Center.

Next steps/Learn more

- See the FAO for more information.
- If you have additional questions about this promotion, refer to the Global Readiness Promo Guide.

Getting started with new 20% offer: Save on Windows 365

Promotion summary

We launched the Save on Windows 365 offer in Cloud Solution Provider (CSP) on May 1, 2025. With this offer, which will be available through October 31, 2025, new-to-Windows 365 customers can get a 20 percent discount on all Cloud PC configurations available in all Windows 365 editions.

Duration

May 1, 2025 to October 31, 2025

Geography

Worldwide—all markets where Windows 365 is available for purchase

Promo type

New commerce experience, partner-led (CSP)

Products

All available Windows 365 SKUs

Discount percent and discount description

20 percent discount on monthly and annual subscriptions

Customer eligibility

All new-to-Windows 365 customers (FirstPurchase)

End customer value prop

Faced with shifting economic conditions and new supply chain concerns? Still need to plan for Windows 10 end of support in October 2025? Windows 365 delivers Cloud PCs—a complete, familiar Windows experience that increases your business agility and resilience while offering predictable and often lower IT costs.

Give everyone the computing power they need to be productive. Whether you have full-time, part-time, shift, or seasonal workers, with Cloud PCs, they can access their personalized, secure Windows desktops, apps, settings, and data on any device and from wherever they work.

Partner value prop

This approach can inherently reduce your sales costs and speed up the sales cycle. Ultimately, this is a chance for partners to accelerate the growth of both their Windows 365 business and their services revenue.

Next steps/Learn more

Review offer details and frequently asked questions on the Windows 365 offer page.

<u>Updated: M365 E5 Compliance promo offer for M365 Copilot</u>

Promotion summary

We're offering 50 percent off Microsoft 365 E5 Compliance (Microsoft Purview) licenses for customers who already have purchased or will be purchasing Microsoft Copilot. This offer applies to net-new seat adds only and can be applied to retroactive Microsoft 365 Copilot purchases.

Duration

February 1, 2025 to February 1, 2026

Geography

Worldwide

Promo type

New commerce, Volume Licensing (VL), Enterprise Agreement (EA), Cloud Solution Provider (CSP)

Products

The offer applies to Microsoft 365 E5 Compliance. The customer must also have at least one Microsoft 365 Copilot license, as well as the standard prerequisites for attaching E5 Compliance.

Discount percent and discount description

We're offering 50 percent off each E5 Compliance seat for the customer tenant, so long as the customer has purchased at least one Microsoft 365 Copilot license.

Customer eligibility

All Commercial customers

End customer value prop

This promo aims to ensure that each Microsoft 365 Copilot license is safely secured with our Hero Data Security product. We've updated it so that all users within a tenant who benefit from shared protected services of E5 Compliance can take advantage of this offer.

Partner value prop

Partners can increase the size of Microsoft 365 Copilot deals, as well as go back to previously closed Microsoft 365 Copilot deals and solicit the new discount opportunity.

How it works

The promo has both modern partner-led and customer SKUs, which are available in Partner Center.

Next steps/Learn more

See the <u>FAQ</u> for more information. If you have additional questions, review the Global Readiness Promo Guide.

New: Accelerate with Microsoft 365 E3 and E5 3-year subscriptions

Promotion summary

On June 1, 2025, we launched three -year subscription terms for Microsoft 365 E3 and Microsoft 365 E5 (inclusive of No Teams SKUs) in CSP. To help CSP partners accelerate the adoption of Microsoft 365 suites, we're offering a 10 percent discount off the partner net price for E3 and E5 three-year subscription terms, available for either upfront or annual billing frequency, for new-to-offer customers.

This promotion is an opportunity for partners to close deals with customers who want to digitally transform and are looking for advanced Microsoft security and compliance capabilities, combined with Microsoft 365's world-class productivity solutions. Note that we're currently running separate 15 percent new-to-offer promotions for annual subscriptions of E3 and E5, available through June 30, 2025.

Duration

June 9, 2025 to December 31, 2025

Geography

Worldwide

Promo type

New commerce experience, partner-led (CSP)

Products

Microsoft 365 E3*, three-year commitment | Promo ID: 39NFJQT27WQP Microsoft 365 E5*, three-year commitment | Promo ID: 39NFJQT27WLH *includes FFA and No Teams as well

Discount percent and discount description

10 percent off Microsoft 365 E3 and Microsoft 365 E5, three-year commitment only

Customer eligibility

This promo is available only to new-to-offer customers.

As part of the three-year promo launch, we've also enhanced the new-to-offer eligibility to eliminate undesired leakage for customers qualifying for the Microsoft 365 No Teams promo if they've previously purchased Microsoft 365, with or without Teams. You can find additional details in the FAQ.

End customer value prop

With Microsoft 365, customers can safely run their business from anywhere with a secure, comprehensive, Al-powered cloud solution. Get ready to put the power of Al to work.

Partner value prop

Partners can use either offer as a strategic tool to unlock opportunities for upselling customers. We believe that the multiyear term and promotion can unlock further opportunities for partners with customers who need additional deal-making flexibility to commit to fully transitioning to Microsoft 365, guaranteeing a longer-term relationship to improve customer ROI with Microsoft 365.

How it works

Offer applies automatically to eligible customers

Transaction limits

100 to 2,400 licenses

Next steps/Learn more

See the Offer FAQ for more details and next steps

New: Accelerate with Microsoft 365 E3 promotional offer

Promotion summary

We're pleased to announce that a new Microsoft 365 E3 15 percent offer is now available to CSP partners through FY25 Q1. With the FY26 Accelerate with Microsoft 365 E3 annual term promotion promo, CSP partners can offer 15 percent off Microsoft 365 E3 to eligible, newto-Microsoft 365 E3 customers.

This continues to be a great opportunity for partners to position this offer to reengage existing Office 365 E3 customers into considering upgrading for a secure productivity solution to Get Al-Ready.

This offer will replace the previously available Accelerate with Microsoft 365 E3 annual term offer.

Duration

July 1, 2025 to September 30, 2025

Geography

Worldwide

Promo type

New commerce experience, partner-led (CSP)

Products

Microsoft 365 E3*, annual commitment *includes EEA and no Teams as well

Discount percent and discount description

15 percent off Microsoft 365 E3, annual commitment only

Note: There's a separate promotion for the three-year Microsoft 365 E3 offer.

Customer eligibility

Available only to new-to-Microsoft 365 E3 customers (subject to the FirstPurchase constraint)

Note: Customer subscriptions purchased prior to July 1, 2025, with the previous Microsoft 365 E3 15 percent offer applied will not renew with the new promotion.

End customer value prop

Microsoft 365 E3 empowers customers to do more with less, eliminating redundant licenses to save costs, simplifying IT management, and protecting their digital workers. Microsoft 365 also enables customers to safely run their business from anywhere with a secure, comprehensive, Al-powered cloud solution. Get ready to put the power of AI to work.

Partner value prop

The Accelerate with M365 E3 15 percent offer was created for partners to accelerate new customers migrating from on-premises software to the Microsoft 365 cloud and/ or upsell existing customers from eligible subscriptions (such as Office 365 E3) to Microsoft 365 E3 through AI and cloud-only value.

How it works

The offer applies automatically to eligible customers purchasing Microsoft 365 E3.

Transaction limits

1 to 2,400 licenses

Next steps/Learn more

See the Offer FAQ for more details and next steps.

Accelerate with Microsoft 365 E5 annual term (one-year) 15% offer, FY26 Q1

Promotion summary

We're excited to announce a new promotion discount for Microsoft 365 E5 to help partners accelerate their Microsoft 365 practice by providing customers with a secure, comprehensive, Al-powered cloud solution.

CSP partners will receive 15 percent off the net partner price of Microsoft 365 E5 when eligible customers with no purchase history of Microsoft 365 E5 purchase a Microsoft 365 E5 annual subscription for the first time. This offer is available exclusively in CSP on new commerce.

Duration

July 1, 2025 to September 30, 2025

Geography

Worldwide

Promo type

New commerce experience, partner-led (CSP)

Products

Microsoft 365 E5 and Microsoft 365 E5 no Teams and EEA Annual commitment (annual bill and monthly bill)

Discount percent and discount description

15 percent off a Microsoft 365 E5 annual subscription with 1 to 2,400 licenses

Customer eligibility

Available only to new-to-Microsoft 365 E5 customers (subject to the FirstPurchase Constraint)

End customer value prop

Microsoft 365 E5 provides powerful, best-in-class cloud productivity solutions with advanced security and compliance capabilities to help customers get end-to-end protection across apps, data, endpoints, identities, infrastructure, and Al solutions.

Additional customer benefits include additional Al-powered productivity tools (Viva Insights), Audio Conferencing with Microsoft Teams, and of course secure, generative Al through Microsoft Copilot with commercial data protection.

Partner value prop

Now is the time for CSP partners to use this new promotion during customer renewal conversations. They should prioritize offering current Office 365 and Microsoft 365 E3 customers with the opportunity to reduce the burden of managing multiple vendors while improving customer security.

How it works

The offer applies automatically to eligible customers purchasing Microsoft 365 E5. Refer to the transaction guide.

Next steps/Learn more

See the Offer FAQ for more details and next steps. Note that there's a separate threeyear Microsoft 365 E5 offer.

Extended: Getting started with Microsoft 365 Copilot 15% offer extension

Promotion summary

We're excited to share that the Microsoft 365 Copilot CSP Getting Started 15 percent offer has been extended through the end of FY26 Q1 (September 30, 2025). This extension gives CSP partners one final quarter to take advantage of our most flexible offer.

This offer provides partners additional deal levers to close customers getting started with AI, whether these customers are new to Copilot or expanding existing subscriptions.

Duration

July 1, 2025 to September 30, 2025

Geography

Worldwide

Promo type

New commerce experience, partner-led (CSP)

Products

Microsoft 365 Copilot

Discount percent and discount description

15 percent off, annual commitment only—annual and monthly bill (5 percent price uplift)

Customer eligibility

Customers must have equal or more of Microsoft 365 Copilot prerequisite licenses.

End customer value prop

The Q1 extension offers customers maximum flexibility to get started with Microsoft 365 Copilot or further expand usage as their journey develops.

Partner value prop

We encourage partners to proactively connect with customers who have upcoming Microsoft 365 renewals and highlight this promotion.

Partners can present this promotion as a standalone offer or bundle this discount with additional services, providing a comprehensive solution for customers to get started confidently. Both the offer landing kit and Copilot partner services blueprint are available to help position this offer effectively with customers.

Transaction limits

10 to 2,400 licenses

Next steps/Learn more

Review the Offer FAQ for additional details.

M365 E5 Compliance and E5 Security 3-year promo offer for CSP

Promotion summary

We're offering 10 percent off purchases of a three-year Microsoft 365 E5 Compliance license and a three-year Microsoft 365 E5 Security license.

Duration

July 1, 2025 to January 1, 2026

Geography

Worldwide

Promo type

Cloud Solution Provider (CSP)

Products

The promotion is valid separately for two different products—Microsoft 365 E5 Compliance and Microsoft 365 E5 Security. Customers must be new to the offer for either promotion (meaning they should not have purchased the product in the past). They must also meet the standard prerequisites to attach Microsoft 365 E5 Compliance and/or Microsoft 365 E5 Security.

Discount percent and discount description

10% off three-year terms for Microsoft 365 E5 Compliance and Microsoft 365 E5 Security

Customer eligibility

All Commercial customers who are new to the offer

End customer value prop

This promo will ensure that Microsoft 365 E5 Compliance and Microsoft 365 E5 Security customers have access to a longer time commitment to the product (three years).

Partner value prop

This is a partner-only promotion that focuses on expanding our Microsoft 365 E5 compliance and E5 Security footprints.

How it works

The promo has both Modern Partner-Led and Customer SKUs, which are available in Partner Center. The promo ID is 39NFJQT280N6.

Next steps/Learn more

If you have any questions about this promotion, review the Global Readiness Promo Guide.

CSP-EP to online Business Central (CSP2BC)—special offer

Special offer summary

This offer applies to transitions from Dynamics CSP-EP on-premises (via legacy CSP) to online Dynamics 365 Business Central.

Duration

November 1, 2023, to March 31, 2026

Geography

Global (except China)

Promo type

NCE partner-led (CSP)

Products

Dynamics 365 Business Central (Essentials, Premium, Team Member, and Device) annual commitment only. Renewable prior to duration end date.

Discount percent and discount description

40 percent partner discount (applied to estimated retail price before normal partner margin or discount percentage). Structured as special offer, so ordering process is different from that for typical promotion.

Customer eligibility

Available only to customers currently with active CSP-EP subscriptions bought in legacy CSP who are committed to migrating to online Dynamics 365 Business Central. This special offer is only available through CSP partners who were actively transacting these legacy CSP-EP subscriptions in FY23. Minimum purchase also applies. Review the policy document (as linked in the Next steps section) for details before ordering.

End customer value prop

This offer supports applicable customer migrations. Unlike prior offers, it's one way to online only (no reversion to on-premises EP).

Partner value prop

Enables a discounted pathway for partners to offer their customers who are currently on CSP-EP subscriptions (which are no longer renewable).

How it works

In Partner Center, the partner should select customer and legacy subscription and select Migrate to new commerce.... See the policy document in the next section for detailed instructions.

Next steps/Learn more

Policy and FAQ