

# How to Access the Cox Automotive Payment Portal

This quick-reference guide walks through registering and logging in to the Cox Automotive Payment Portal.

## Enrollment

1. Go to [coxauto.highradius.com](https://coxauto.highradius.com).
2. Click **Not Enrolled? Sign up Now**.

3. Complete the Registration Form and click **Register**. *Note: You can find your CAID on your latest invoice.*

## Log In

1. To log in, go to [coxauto.highradius.com](https://coxauto.highradius.com).
2. If you are registered, enter your **Email** and **Password** to log in.
3. If you forgot your password, click **Forgot your password?**

## Forgot/Reset Password

1. Go to [coxauto.highradius.com](https://coxauto.highradius.com) and click on **Forgot your password?** from the login page, and a pop-up will appear.
2. Enter your **registered Username** and registered **Email** address and click **Proceed**. A one-time code (OTC) will be sent to that email address.

3. **Check your inbox** for a link to reset your password. Click on the link to open a new tab within 30 minutes of the time requested.
4. Enter the necessary details and click **Proceed** to successfully change your password and log in with your new, updated password.

Invoice Date:	04/30/23
Invoice Amount:	\$108.00
Customer Number:	[REDACTED]
DT ID:	[REDACTED]
CA ID:	CA [REDACTED]
Payment Terms:	Net due [REDACTED]
Currency:	[REDACTED]
PO Number:	[REDACTED]