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1 Search your personal emails and documents. Newer versions of Office don't save the full 25-digit product key in a readable format on your computer. The best way to find the key is to find the digital receipt (if you bought it online) or the physical packaging (if you bought it from a store). If your computer came with a registered version of Office, the key should be on a holographic sticker somewhere on the unit. If you have the original discs or packaging, look for a sticker or card with the key. If you bought it from the Microsoft Store, search your email for the receipt. It definitely contains the product key. 2 Check with the online store. If you can't find the receipt, you can usually find the key by signing into your account with the store.[1] If you bought it from the Microsoft Store, follow these steps: Sign in to your account at . Click Order History. Click your order. Click Install Office. Click Hi. Let's get your Office to display the key. If you bought Office through your employer via Microsoft HUP, follow these steps: Sign into . Click Order History. Enter the email address you used to buy office. You'll receive an email containing a link. Click the link in the email. Click your order number to display the key. 3 Check your Microsoft Office account. If you've installed Office before and used the product key, you'll find the key in your account information: 4 Contact Microsoft Support. If the other steps didn't work and you have proof of purchase, try contacting Microsoft. To do so, go to and click Get Started. 1 Check the email receipt. If you bought Office from an online store and downloaded it to your computer, you should find the full 25-digit product key in your email receipt.[2] 2 Check with the online store. If you downloaded office but can't find the receipt, you can usually find the product key by signing into your account with the store. If you bought it from Digital River, you can get your key by visiting their help page and selecting How do I get my serial number or unlock code? Just follow the on-screen instructions to access the key. If you bought it from the Microsoft Store, follow these steps: Sign in to your account at . Click Order History. Click your order. Click Install Office. Click Hi. Let's get your Office to display the key. 3 Check the physical packaging. If you bought Office in the box, the product key should be on the packaging. If you don't see it, you'll usually find instructions on the box for finding the product key online. If your version of Office came with a product key card that has a PIN, go to and enter the 27-digit number from the card. 4 Check the holographic sticker on your computer. If Office was already installed and registered on your computer when you bought it, the product key should be printed on a holographic sticker somewhere on the unit. 5 Use LicenseCrawler (PC only). If the other steps didn't work, you can use LicenseCrawler (or a different free key finder app) to decrypt the key. Here's how to use it: Go to and click Download. Click one of the links under "Portable-Version." Follow the on-screen instructions to download the .zip file. Unzip the file. This creates a folder containing the app. You won't need to run any sort of installer as the app is portable. Open the new folder and double-click LicenseCrawler.exe. Click Search (but close any ads if they pop up). The app will scan your registry. Scroll down and look for an entry that begins with one of these strings of text: HKEY_LOCAL_MACHINE\Software\Microsoft\Office\14.0 (Office 2010) HKEY_LOCAL_MACHINE\Software\Microsoft\Office\12.0 (Office 2007) Find the product key after "Serial Number." It's 25-characters long and grouped into 5 sets of letters and numbers. 6 Contact Microsoft Support. If the other steps didn't work and you have proof of purchase, try contacting Microsoft. 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You do not have to comply with the license for elements of the material in the public domain or where your use is permitted by an applicable exception or limitation. No warranties are given. The license may not give you all of the permissions necessary for your intended use. For example, other rights such as publicity, privacy, or moral rights may limit how you use the material. Where Do I Find My Office Product Key? Introduction Losing or misplacing your Office product key can be frustrating, especially if you rely heavily on Microsoft Office for your work or personal projects. In this article, we will guide you through the process of finding your Office product key, so you can get back to work without any interruptions. Direct Answer for the Question: Where Do I Find My Office Product Key? Check Your Email: One of the most common places to find your Office product key is in the confirmation email you received after purchasing the software. 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Click on the "File" menu, select "Account", and then click on "View product key". Backup and Save Your Product Key: Remember to backup your product key, so you don't lose it again. You can store it on a cloud storage service like OneDrive or Google Drive, or note it down on a piece of paper and store it in a safe place. Troubleshooting: If you are unable to find your product key, you can try reinstalling Microsoft Office from the official website or through your Microsoft account. If you are still having trouble, you can contact Microsoft support for assistance. Conclusion: Finding your Office product key can be a tedious process, but it's essential to have it to activate and use the software properly. By following these steps, you should be able to locate your product key and get back to work without any issues. Always keep your product key safe and never share it with anyone, as it can compromise your account security. Your friends have asked us these questions - Check out the answers!