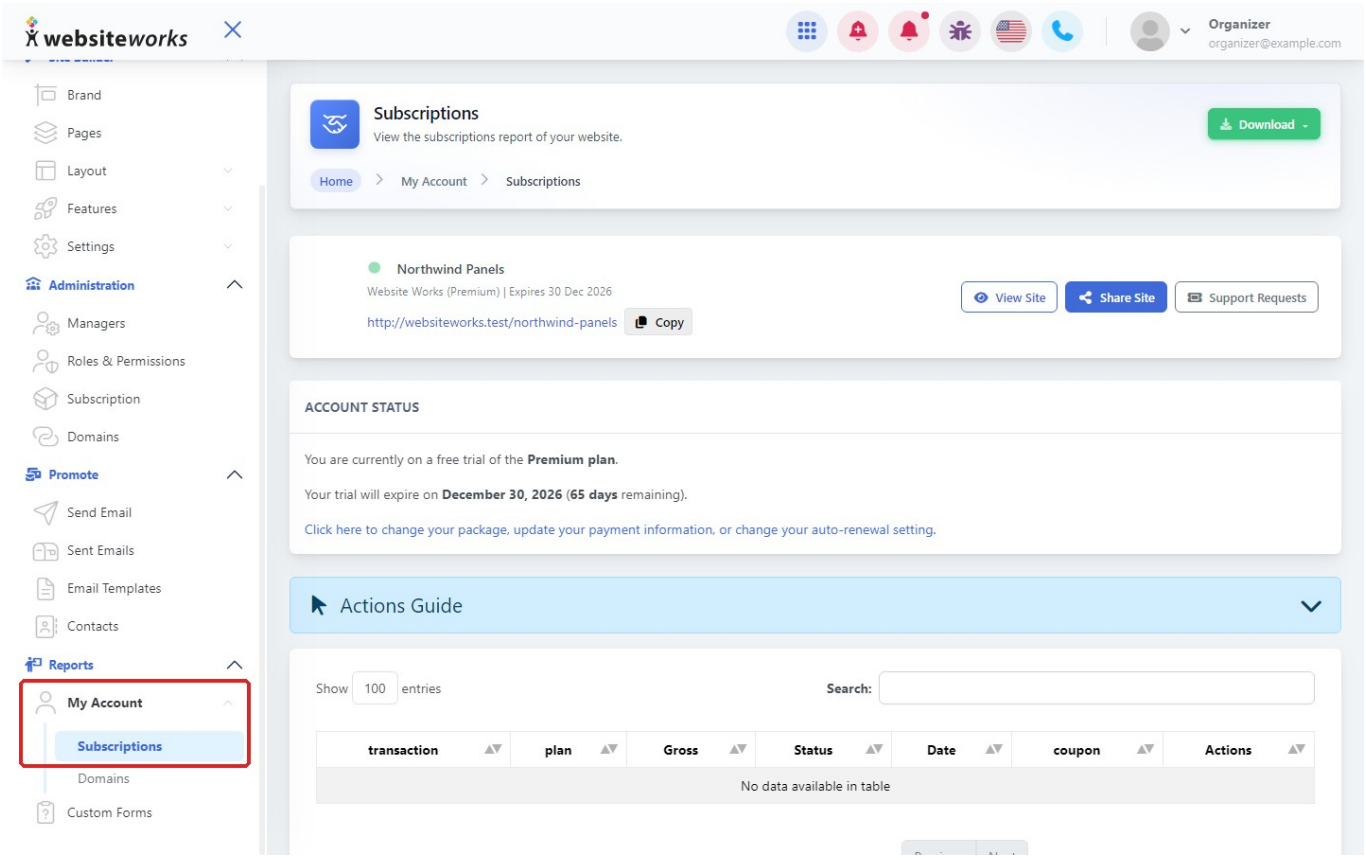
Viewing your subscription and domain invoices

Category: Billing History
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Reading Time: 2 min

Need a copy of a payment for your records? Your subscription payments and domain purchases are listed in the **My Account** reports.

Step 1: Open your account reports

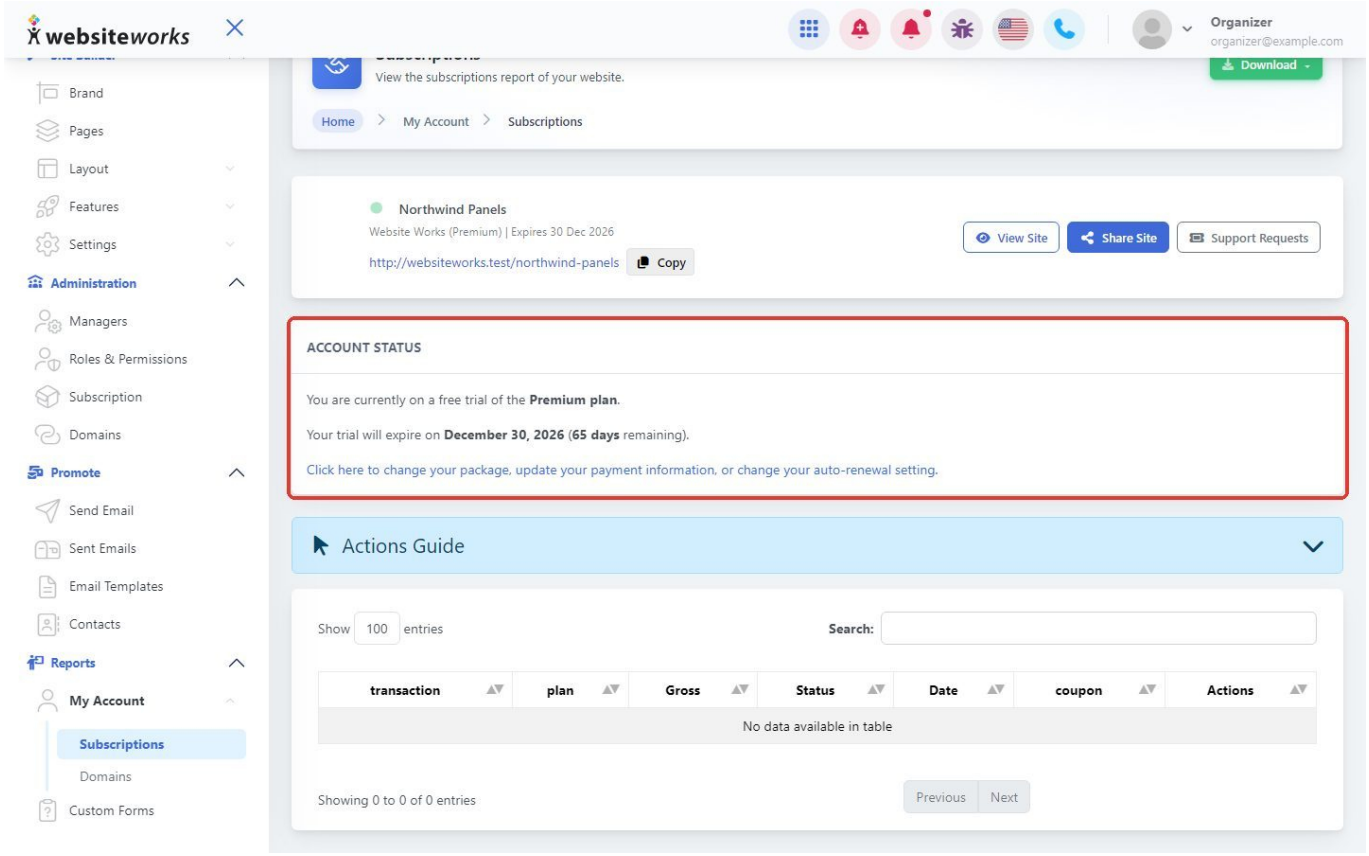
In the menu, under **Reports**, click **My Account**, then **Subscriptions**.



Open Reports > My Account > Subscriptions.

Step 2: Check your account status

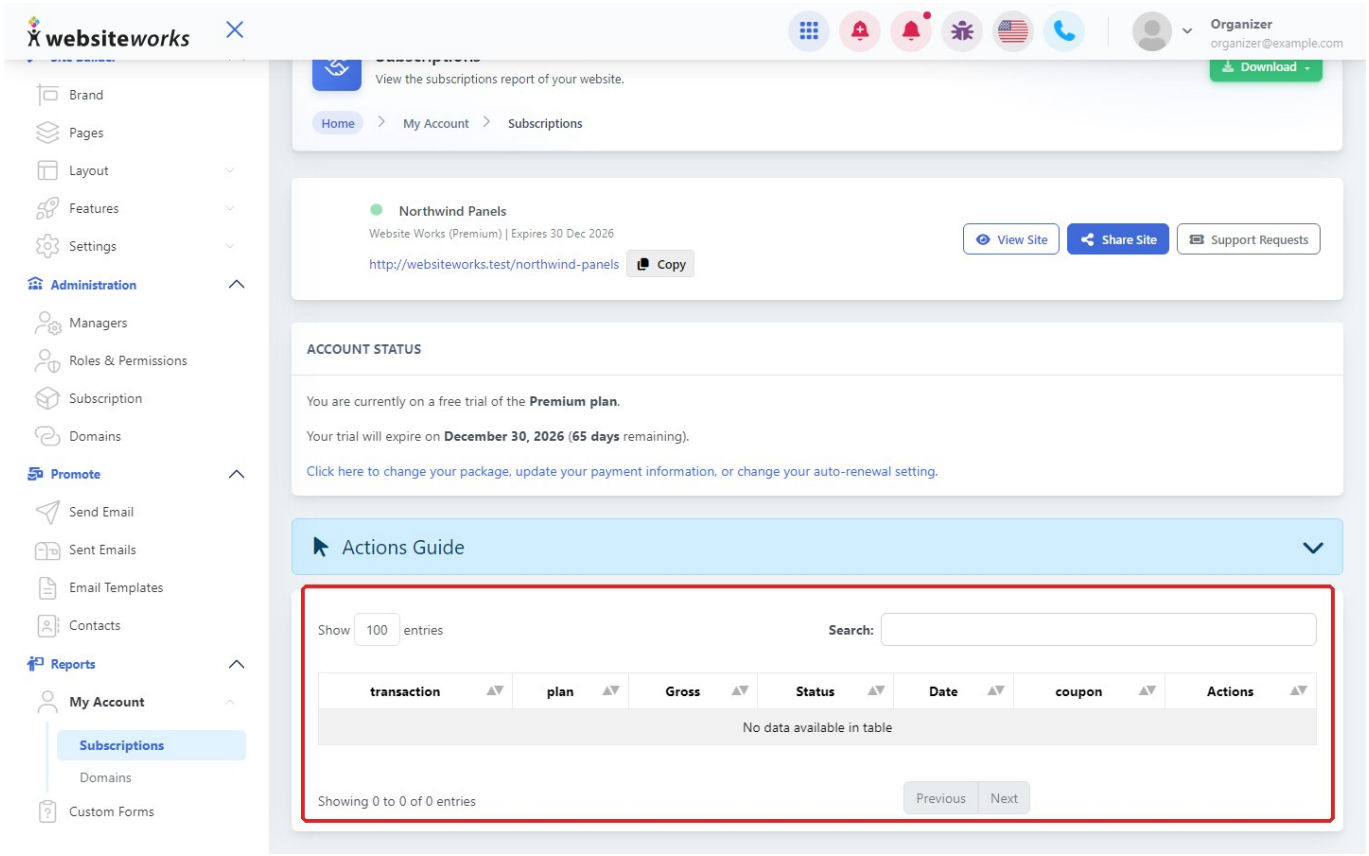
The **Account Status** box shows your current plan. To change your plan, update your payment information or change your auto-renewal, click the link in this box.



Your plan, with a link to change it.

Step 3: Find a payment

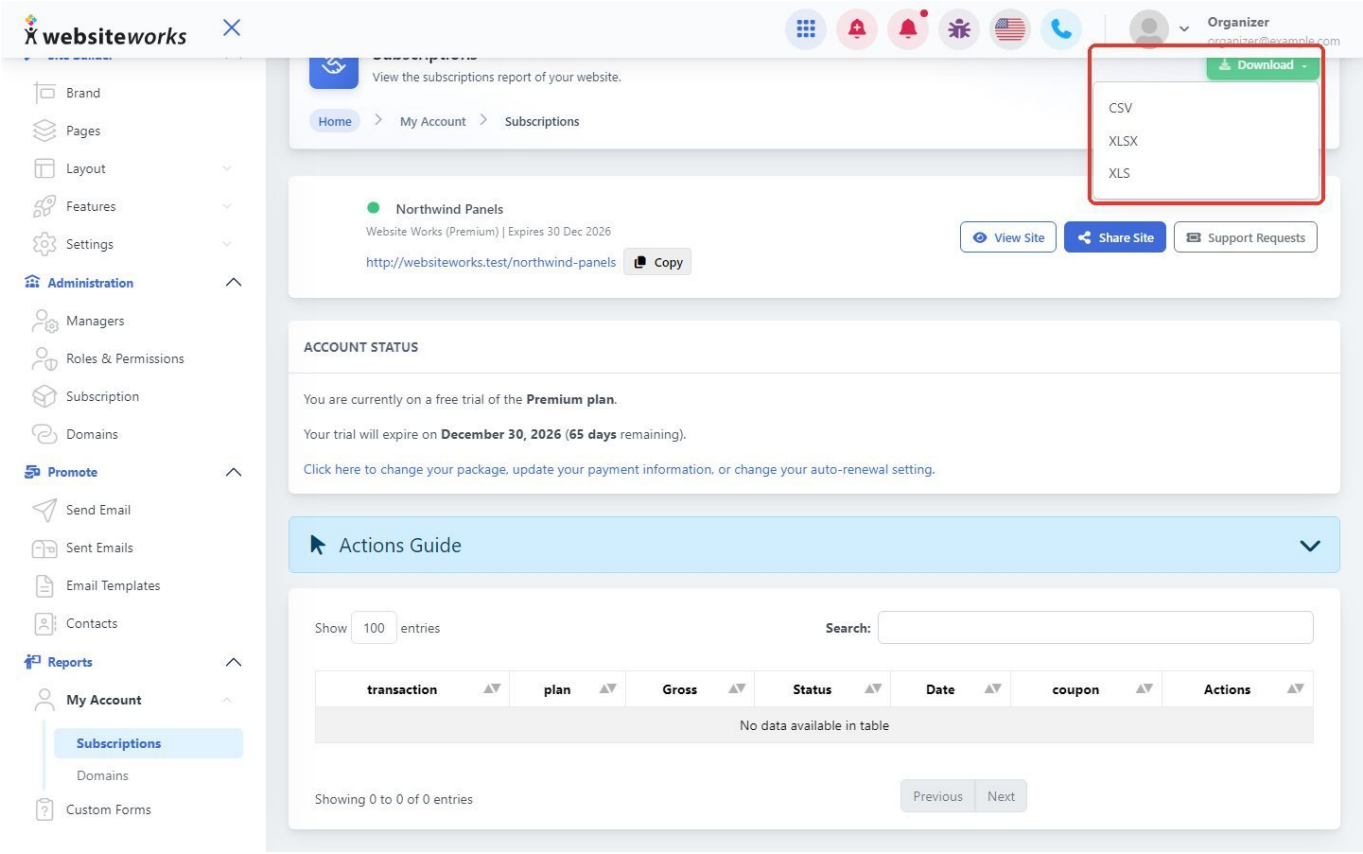
The table lists each payment with its **transaction** number, **plan**, **Gross** amount, **Status**, **Date** and any **coupon** used. Use **Search** to find a payment.



Your subscription payments.
Need the receipt again? Click **Resend Receipt** in the **Actions** column of a successful payment and we'll email it to you. Click **Actions Guide** to see what each button does.

Step 4: Download the list

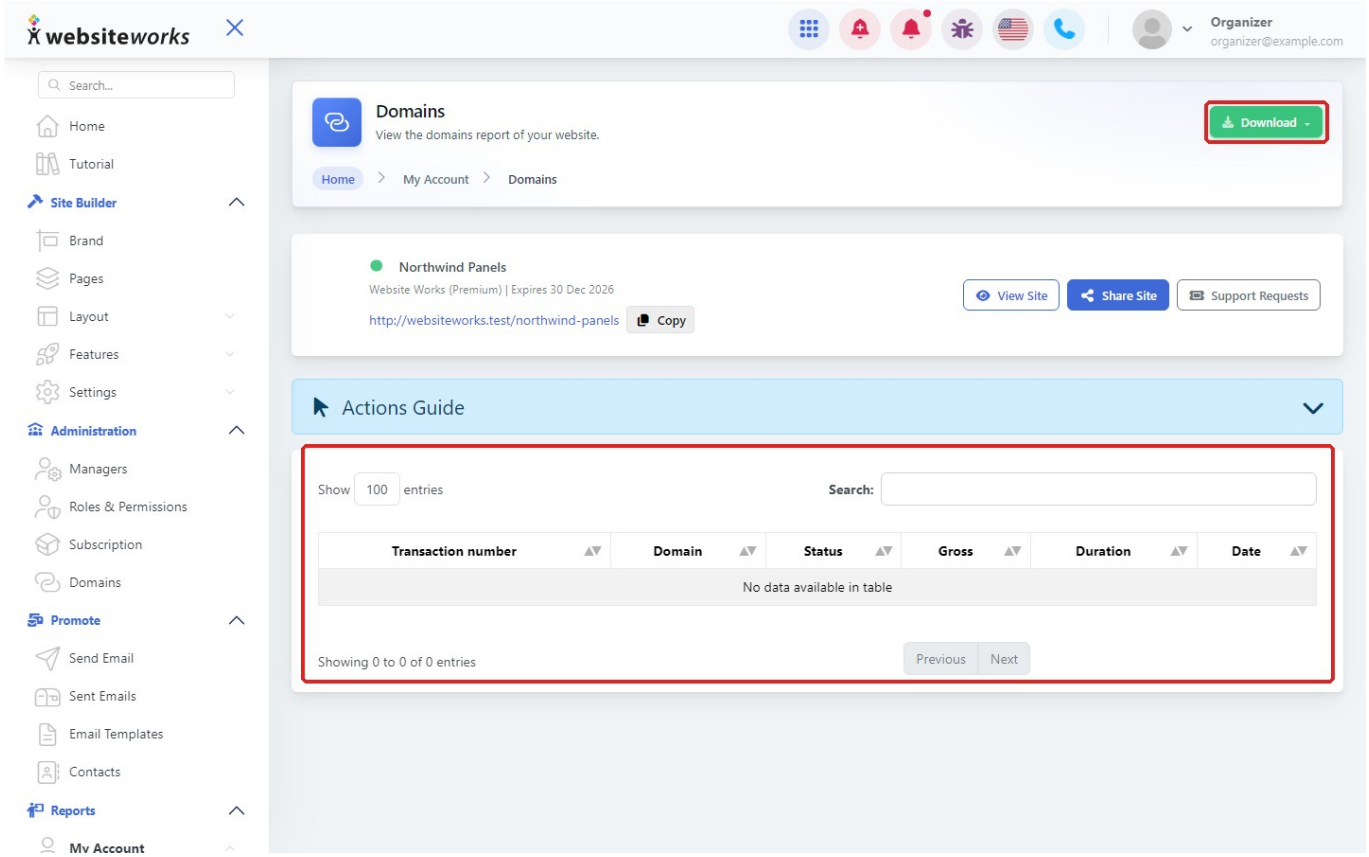
Click **Download** at the top right and choose **CSV**, **XLSX** or **XLS** to open your payments in a spreadsheet.



Download your payments as a spreadsheet.

Step 5: See your domain purchases

Under **Reports** > **My Account**, click **Domains**. The table lists each domain purchase or renewal with its **Transaction number**, **Domain**, **Status**, **Gross** amount, **Duration** and **Date**. Click **Download** to save the list.



Your domain purchases and renewals.

Tip: If a table says *No data available in table*, there are no payments of that type yet, for example while you're still on your free trial.