




Knowledgebase > Billing > Payments > Where can I find receipts for previous payments?

Where can I find receipts for previous payments?

Travis - 2022-03-28 - Payments

You can now access previous payment receipts from within the Client Control Panel(CCP) located on the [My Account page](#). Log in to the client control panel using your account username (p1234567) and password. Upon logging into the CCP, you will see your current subscription information and a link to access your billing history.

**p1234567**
MEMBER SINCE MAR 23, 2022

Subscription ...

SUBSCRIPTION RENEWS ON
Apr 22, 2022
30 DAYS LEFT

PAYMENT METHOD
Paypal
[Update payment details](#)

NEXT BILLING
Apr 22, 2022 • USD \$9.95
[See billing history](#)



By clicking the See billing history link, you will be able to view information about past orders including payment dates, subscription information and amounts paid. To the right of each transaction, you'll see an orange button that will allow you to download receipts for each of these transactions.

< Back to my account

Welcome p1234567

Subscribed since: Feb 25, 2021
Active payment method: Paypal

Previous payments

| Order No | Payment date | Payment method | Details | Paid amount | Refunded amount | |
|-------------|--------------|----------------|--------------------------------------|-------------|-----------------|---|
| PIA-ABC1234 | Jun 30, 2021 | Paypal | Private Internet Access 1 month plan | USD \$9.95 | USD \$9.95 |  |
| PIA-123ABCD | Mar 23, 2022 | Paypal | Private Internet Access 1 month plan | USD \$9.95 | USD \$0.00 |  |

The example below includes the type of information that will be included in the downloaded document.



PRIVATE INTERNET ACCESS, INC.
5555 DTC Parkway, Suite 360
Greenwood Village, CO 80111 United States

Order number: PLA-123ABCD
Payment date: Mar 23, 2022
Payment method: Paypal

Receipt

| Details | Quantity | Unity | Price |
|--------------------------------------|----------|------------|------------|
| Private Internet Access 1 month plan | 1 | USD \$9.95 | USD \$9.95 |
| TOTAL (USD): \$9.95 | | | |
| REFUNDS (USD): \$0.00 | | | |

This receipt can be kept for your records should you find yourself in need of employer reimbursement or any other reason.

Tags

Client Control Panel

Invoice