



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	PAYMENT METHOD	NEXT BILLING
Apr 22, 2022 30 DAYS LEFT	Paypal Update payment details	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