How to View Your Billing History and Download Receipts

Account & Billing · https://thewebops.com/help-center/account-billing/how-to-view-your-billing-history-and-download-receipts/

Accessing Billing History

To open your billing management page:

1. Click on the arrow next to your profile name in the side menu.
2. Select **Billing History**

Invoice Details

Each row shows:

- Subscription type
- Price
- Billing date

This makes it easy to track charges across multiple projects.

Download Receipts

To download an invoice:

- Click the **download icon** next to any billing entry.

This is useful for accounting, reimbursements, tax records, or internal documentation.