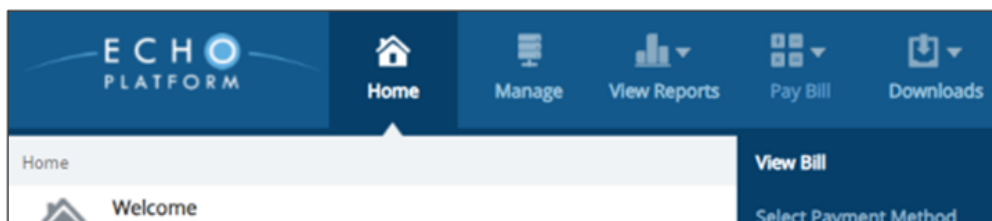


Managing Billing

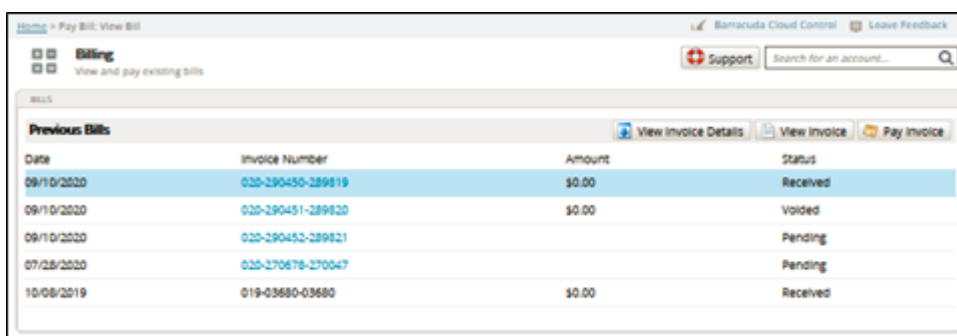
<https://campus.barracuda.com/doc/93198095/>

To view your invoices, add credit cards or pay your bill, perform the following steps.

1. At the ECHOplatform ribbon, click **Pay Bill, View Bill**.

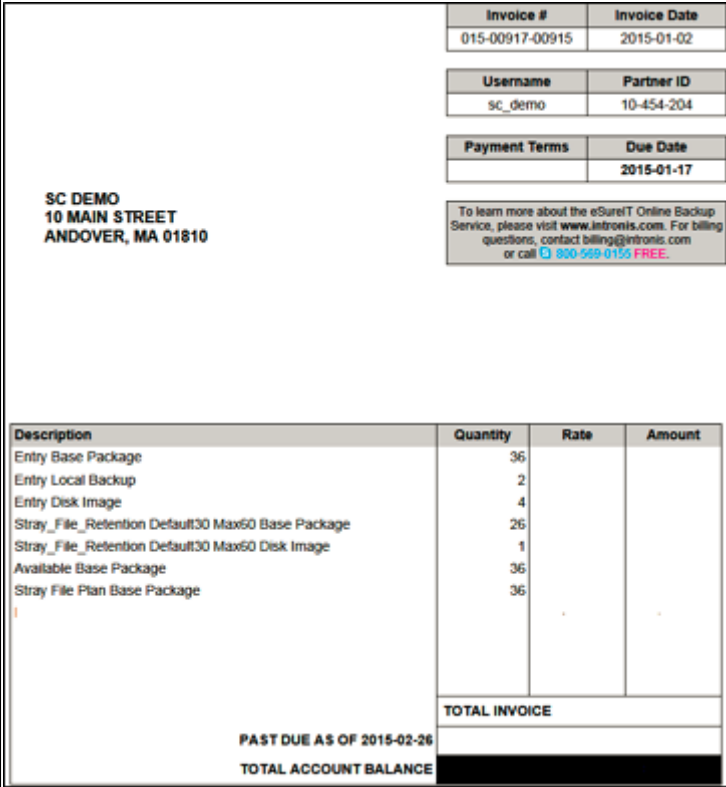
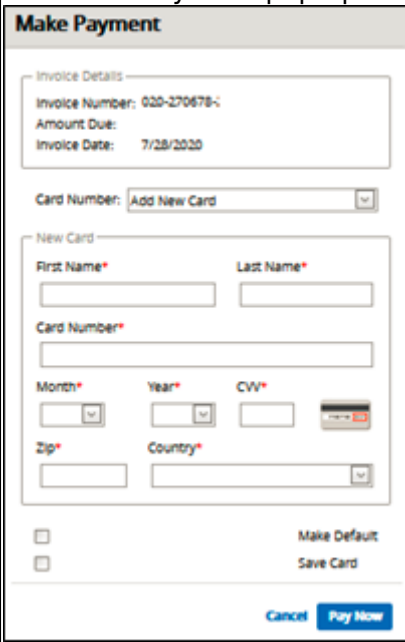


The Billing page is displayed.



2. You can perform any of the actions listed in the following table.

Action	Result
To view invoice details, select the View Invoice Details tab.	You are prompted to open or save a CSV report.

Action	Result
<p>To view an invoice, click the Invoice Number or the View Invoice tab.</p>	<p>The invoice is displayed, as shown in the example below.</p> 
<ol style="list-style-type: none"> 1. To make a payment, click the Pay Invoice tab. 2. Type your information into the required fields. 3. Optionally select the Make Default or Save Card check box. 4. Click Pay Now. 	<p>The Make Payment pop-up is displayed.</p> 

Figures

1. campus view bill.png
2. Billing Page
3. invoice
4. Make Payment pop-up

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