# how do i change or update the credit card and use a different one?

105 admin November 23, 2024 Billing 6592

## What steps should I take to update my credit card and use a different one?

**Overview:** This article helps to update your credit card for billing on 2Checkout, visit the provided link if your current payment method is a credit card; otherwise, contact support for assistance, especially if using PayPal.

**Step 1:** Go to https://www.2checkout.com/va/sales/customer/change\_billing\_method and change the billing to another credit card.

You will be able to use this only if your current payment mode is using a credit card. This will not work if your current payment method is PayPal

## Locate order to update

In order to update your billing information we need to locate the sale.

Search by Credit Card	Search by Zip Code
Search for your order using the credit card that is currently billed  *Order Number  *First 6 Digits Of Your Credit Card	*Order Number  *Zip Code of your Billing Address
*Last 2 Digits Of Your Credit Card  Search for order >	Search for order >

Contact our **support department** if you face any further difficulties with your order number. If you are on PayPal, <u>refer to this article</u> to update your payment method.

### **Related Articles:**

How to change the billing cycle?

Update card details in the new billing portal

<u>Understanding Upgrading/Downgrading license calculations?</u>

#### Online URL:

https://www.ezeelogin.com/kb/article/how-do-i-change-or-update-the-credit-card-and-use-a-different-one-105.html