How to pay an active invoice from the new billing portal?

578 Nesvin KN March 26, 2025 Billing 2657

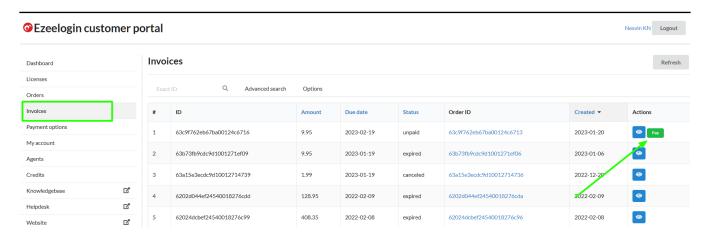
Pay an active invoice from the new billing portal

Overview: This article helps customers to pay an active invoice from the <u>new billing portal</u>.

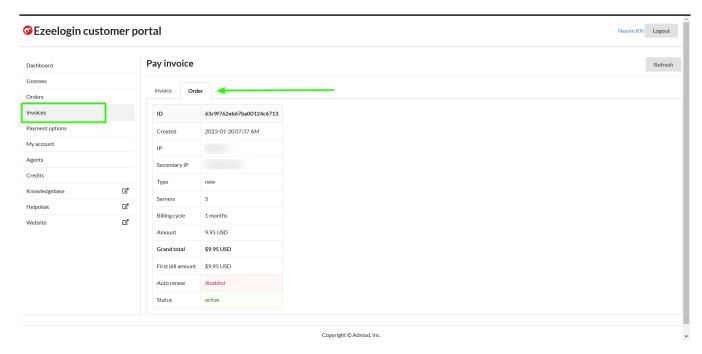
The unpaid invoice will remain active for 5 days. Ensure that payment is made before it expires. If your invoice has already expired, refer to the article below:

How to pay an expired invoice from the new billing portal?

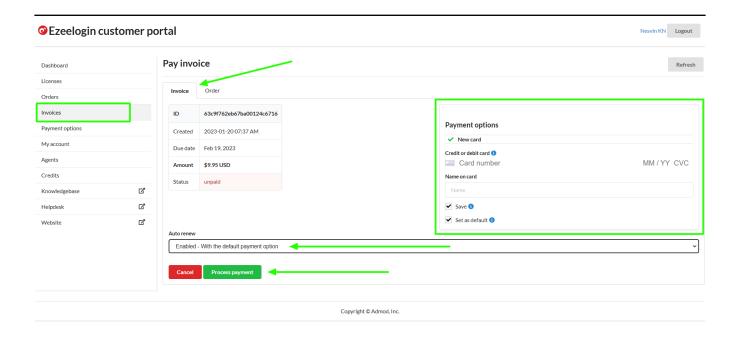
Step 1: Login to the billing portal area, click on the invoice tab and click on the pay button.



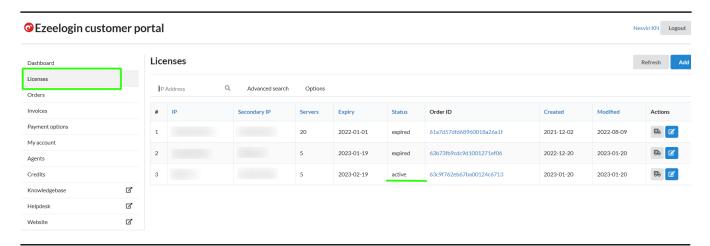
Step 2: Click on the order to confirm the IP address, number of servers, billing cycle, auto-renew, etc.



Step 3: Click on Invoice -> update card details -> enable auto-renew -> process payment.



Step 4: After paying the invoice, click on the **license tab** to view the license. The license will be shown as **active** for the paid invoice.



Related Articles:

How to pay an expired invoice from the new billing portal?

How to update card details in the new billing portal?

How to enable auto-renew in the new billing portal?

How to Add /Edit a license in the new Ezeelogin customer portal'

Understanding Upgrading/Downgrading license calculations?

How can we purchase a license after the trial?

Online URL:

https://www.ezeelogin.com/kb/article/how-to-pay-an-active-invoice-from-the-new-billing-portal-578.html