

# Customer Portal - Invoice History

Last Modified on 07/01/2024 11:14 am EDT

**Pathway:** *Customer Portal > Invoice and Payment History*

The Invoice and Payment History screen enables customers to view, print, and export invoice and payment details associated with their account.

**SELECT ACCOUNT** 1 of 10 **SELECT SERVICE LOCATION** 1 of 1

21638 BIG COUNTY 21638001 BIG COUNTY 12911 Farm to Market 777 East St, Houston TX

**TEST MESSAGE TESTING**

**\$ 0.00** TOTAL DUE

**\$ 0.00** PAST DUE

**Make a Payment**

Last Payment: 12-11-2023 - Visa 123456\_DEMO\_AUTH \$ 731.40

**Invoice History**

**Manage Auto Pay**

Automatic payment activated - 15th of each month (Visa Exp: 10/33)

**Wallet**

**Reports / Documents (3)**

**CURRENT SERVICES**

CURRENT SERVICES	FREQUENCY	NEXT SCHEDULED
1 - 10 Yard Trash Service	On Call	
1 - Roll Off Rental Monthly	On Call	
1 - 4 Yard Trash Service	1x per week	Mon May 27th
1 - 2 Yard Recycle Service	On Call	
1 - 35 Yard Compactor Ser...	2x per week	Thu May 23rd
1 - 10 Yard Open Top Service	On Call	

**RECENT SERVICES**

RECENT SERVICES	ID	SERVICE
Mon May 27, ...	7703715	4 Yard Trash Service
Mon Mar 25, ...	7403228 (Completed - Recycling Contaminated)	4 Yard Trash Service

**Invoice and Payment History**

DATE	DUE DATE	TYPE	REFERENCE #	SITE	AMOUNT	BALANCE	RUNNING SUM
03/15/24		Debit Memo - Adjustment			\$ 250.00		\$ 0.00
12/11/23		Payment - Visa x1111	123456_DEMO_AUTH		\$(731.40)		\$(250.00)
12/11/23		Payment - Visa x1111	123456_DEMO_AUTH		\$(3,981.28)		\$ 481.40
09/01/23	09/21/23	Invoice	884344		\$ 731.40		\$ 4,462.68
07/10/23		Payment - Bank Account x3...	123456_DEMO_AUTH		\$(51.00)		\$ 3,731.28
07/10/23		Payment - Bank Account x3...	123456_DEMO_AUTH		\$(199.00)		\$ 3,782.28
06/30/23	07/20/23	Invoice	883798		\$ 3,981.28		\$ 3,981.28
06/30/23		Reversed Invoice	883797		\$ 0.00		\$ 0.00
11/10/22		Payment - Bank Account x4...	54746937_AUTH NU...		\$(2,031.91)		\$ 0.00
11/10/22	11/30/22	Invoice	817328		\$ 2,031.91		\$ 2,031.91
11/05/22	11/25/22	Invoice	795536		\$ 220.35		\$ 0.00
11/03/22		Payment - Bank Account x4...	54420743_AUTH NU...		\$(220.35)		\$(220.35)
11/03/22		Payment - Bank Account x4...	54409217_AUTH NU...		\$(3,845.89)		\$ 0.00
11/03/22	11/23/22	Invoice	794502		\$ 3,845.89		\$ 3,845.89
10/31/22	11/20/22	Invoice	750026		\$ 1,279.62		\$ 0.00
10/05/22	10/25/22	Invoice	756355		\$ 220.35		\$(1,279.62)
10/04/22		Payment - Bank Account x4...	52980188_AUTH NU...		\$(220.35)		\$(1,499.97)
09/30/22	10/20/22	Invoice	654551		\$ 1,918.29		\$(1,279.62)
09/29/22		Payment - Bank Account x4...	52751767_AUTH NU...		\$(1,279.62)		\$(3,197.91)
09/09/22		Payment - Bank Account x4...	51846229_AUTH NU...		\$(220.35)		\$(1,918.29)
09/05/22	09/25/22	Invoice	697884		\$ 220.35		\$(1,697.94)

Close

## Screen Descriptions

Field	Description
Excel (Icon)	Option to export the Invoice and Payment History details to an excel spreadsheet.
Print (Icon)	Option to print the invoice or payment receipt.
Date	Displays the date the invoice was generated, or the transaction date.

<b>Due Date</b>	Displays the date payment is due for the associated invoice.
<b>Type</b>	Indicates if the record is an invoice or payment transaction. Payments also reference the payment method that was used.
<b>Reference #</b>	Displays the reference number for a payment or invoice.
<b>Site</b>	Displays the site the invoice or payment is for. Applies when an account has multiple sites.
<b>Amount</b>	Displays the amount of the invoice or payment.
<b>Balance</b>	The balance due on the invoice.
<b>Running Sum</b>	Displays an account's current balance after all payment transactions.

---