Viewing your payment history and receipts

In this article

You can view your account's payment history and download past receipts at any time.

Viewing receipts for your personal account 🔗

1. In the upper-right corner of any page, click your profile photo, then click **Settings**.
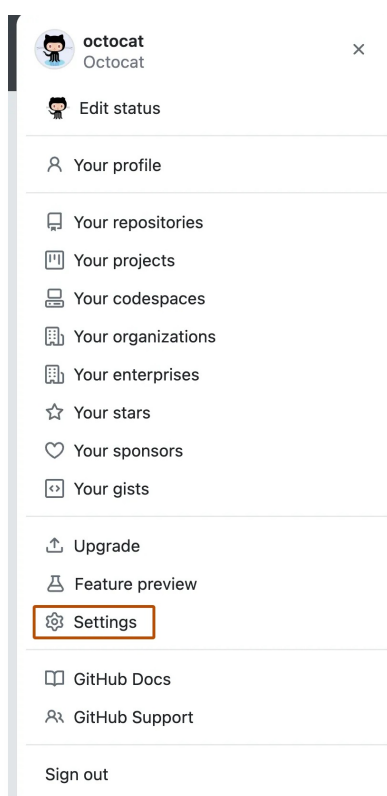
2. In the "Access" section of the sidebar, click ▭ **Billing and plans**, then click **Payment information**.

3. At the top of the page, under "Payment information", click **View payment history**.

Your next payment

$0.00 Due by July 07, 2023

This amount does not include the spend on usage of metered service. View your usage this month below.

Payment information →

Manage spending limit

View payment history

Switch to yearly billing

4. Under "Payment history", review your past payments. To download a receipt for a specific payment, click ⬇.

Payment history

	ID	Date	Payment method	Amount	Receipt
✓	0Z5YE0RQ	2022-10-06	⊟ Visa ending in 1234	$231.00	⬇
✓	1DLGWSNO	2022-09-19	⊟ Visa ending in 1234	$21.00	⬇

Viewing receipts for your organization 🔗

Organization owners and billing managers can access or change billing settings for an organization.

1. In the upper-right corner of any page, click your profile photo, then click **Settings**.

octocat
Octocat   ✕

😺 Edit status

👤 Your profile

🖥 Your repositories

🗔 Your projects

🖳 Your codespaces

🏢 Your organizations

🏢 Your enterprises

⭐ Your stars

♡ Your sponsors

⟨⟩ Your gists

⬆ Upgrade

⚗ Feature preview

⚙ Settings

📖 GitHub Docs

👥 GitHub Support

Sign out

2. In the "Access" section of the sidebar, click 🏢 **Organizations**.

3. Next to the organization, click **Settings**.

4. If you are an organization owner, in the "Access" section of the sidebar, click ⊟ **Billing and plans**.

5. At the top of the page, under "Next payment due", click **View payment history**.

	Current monthly bill	Next payment due	Payment information →

Current monthly bill
$0

Manage seats
Switch to yearly billing and save

Next payment due
April 15

View payment history

Payment information →

Update payment method
Manage spending limit
Redeem coupon

6 Under "Payment history", review your past payments. To download a receipt for a specific payment, click ⬇.

Payment history

	ID	Date	Payment method	Amount	Receipt
✓	0Z5YE0RQ	2022-10-06	▭ Visa ending in 1234	$231.00	⬇
✓	1DLGWSN0	2022-09-19	▭ Visa ending in 1234	$21.00	⬇

Viewing receipts for your enterprise account 🔗

Enterprise owners and billing managers can manage billing for an enterprise account.

> **Note:** You cannot view receipts if your enterprise account is invoiced.

1 In the top-right corner of GitHub.com, click your profile photo, then click **Your enterprises**.

2 In the list of enterprises, click the enterprise you want to view.

3 In the enterprise account sidebar, click ⚙ **Settings**.

4 Under ⚙ **Settings**, click **Billing**.

5 Click the "Payment information" tab.

6 Under "Payment history", review your past payments. To download a receipt for a specific payment, click ⬇.

Payment history

	ID	Date	Payment method	Amount	Receipt
✓	0Z5YE0RQ	2022-10-06	▭ Visa ending in 1234	$231.00	⬇
✓	1DLGWSN0	2022-09-19	▭ Visa ending in 1234	$21.00	⬇