

View billing details

- Log into the platform with an account that is either the account admin or has permission to billing and licensing
- Click 'Management' on the top and select 'Applications'



- Click an application tile to view its details.

The following image shows details for Endpoint Manager as an example:

The screenshot shows the 'Applications' page with three tiles: Endpoint Manager (highlighted with a red box), Secure Internet Gateway, and MDR. Below the tiles is a toggle for 'Show all hidden modules'. The 'Subscriptions' tab is active, showing a 'Subscription List' with an 'ACTIVE' status for 'Endpoint Manager Standard Edition'. A 'Details' panel on the right shows account information for 'Comodo License Account Username' and 'Endpoint Manager'.

Tip: Enable 'Show all hidden modules' to view every available ITarian application, including those that are hidden.

- Click the 'Billing' tab

The screenshot shows the 'Billing' tab with a table of subscription details. The table has columns for charging date, due date, usage, price, discount rates, and payment status. The last row shows a 'Pending' status with 'Download' and 'Pay Now' buttons.

CHARGING DATE	DUE DATE	WORKSTATION USAGE	WORKSTATION PRICE	WORKSTATION DISCOUNT RATE	MOBILE USAGE	MOBILE PRICE	MOBILE DISCOUNT RATE	AEP USAGE	AEP PRICE	AEP DISCOUNT RATE	UNIT	TOTAL	DISCOUNTED PRICE	STATUS	INVOICE	PAID DATE
01/30/2020	02/06/2020	0	\$0.00	0%	0	\$0.00	0%	0	\$0.00	0%	Device	\$0.00	\$0.00	Paid		01/30/2020
02/29/2020	03/07/2020	0	\$0.00	0%	0	\$0.00	0%	0	\$0.00	50%	Device	\$0.00	\$0.00	Paid		03/16/2020
03/29/2020	04/05/2020	0	\$0.00	0%	0	\$0.00	0%	0	\$0.00	50%	Device	\$0.00	\$0.00	Paid		03/29/2020
05/08/2020	05/15/2020	25	\$0.80	0%	0	\$0.00	0%	28	\$4.00	50%	Device	\$132.00	\$76.00	Pending	Download	Pay Now

The billing tab shows the fee details as per your subscription package, discounts applied and the cost incurred for your usage for each billing period. The last three columns show your payment status, invoice and payment date.

- Click 'Download' button in 'Invoice' column to download the invoice of that billing cycle in PDF format. An example is shown below:

INVOICE

Customer comodocustomer@comodo.com		Order # 5	
Date Issued 8/May/2020		Subscription 94e6dfa44b	
Total Active Device Count	Current Comodo AEP License Seat Count	Total Active Secured Device Count	Mobile Device Seat Count
55	0	28	

Details

ITEM	UNIT COUNT	UNIT PRICE	SUMMARY
Comodo AEP Monthly License Over usage	28	\$4.00	\$112.00
Comodo AEP Monthly License - Customer Discount(50%)	28	-\$2.00	-\$56.00
ITarian Monthly Device Utilization without cost-neutral coverage	25	\$0.80	\$20.00
		TOTAL	\$76.00

DUE BY

22/May/2020

TOTAL

\$76.00

Thank you for being part of the community!

Support Team:

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- Click 'Pay Now' to pay any unpaid charges.