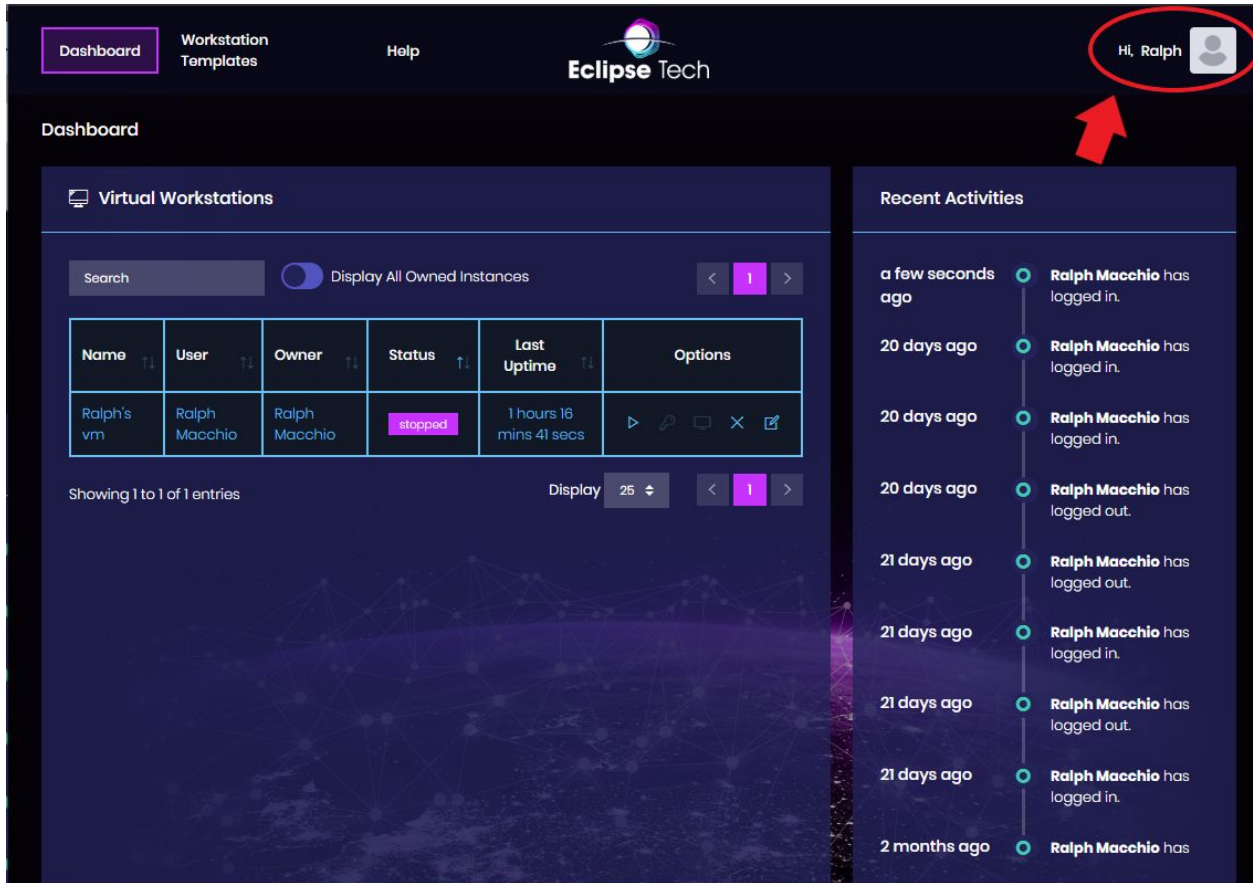
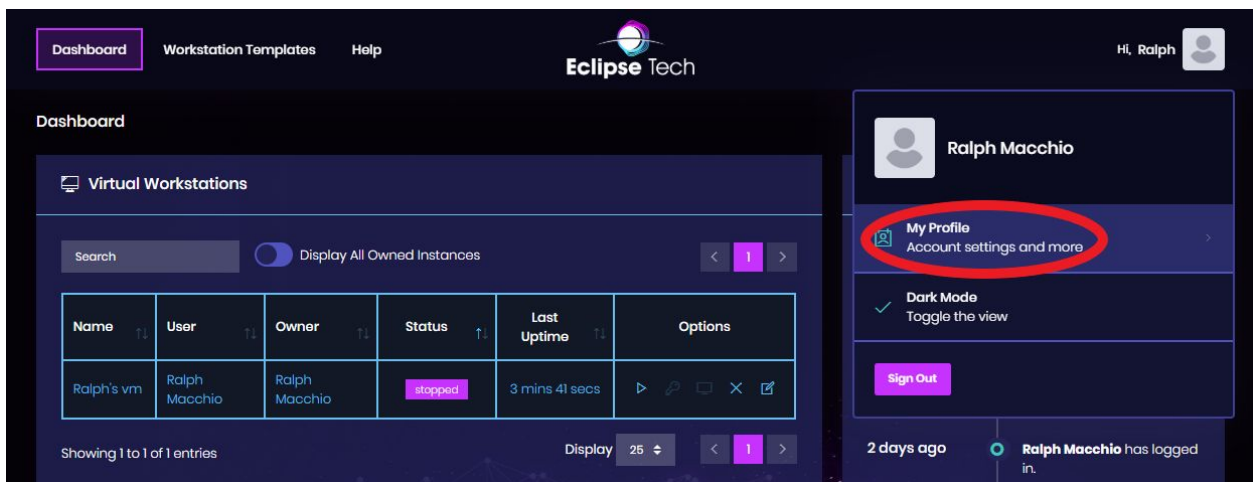


Checking Your Billing Statement

1. On the “**Dashboard**” page click on your **Username** in the upper right corner.

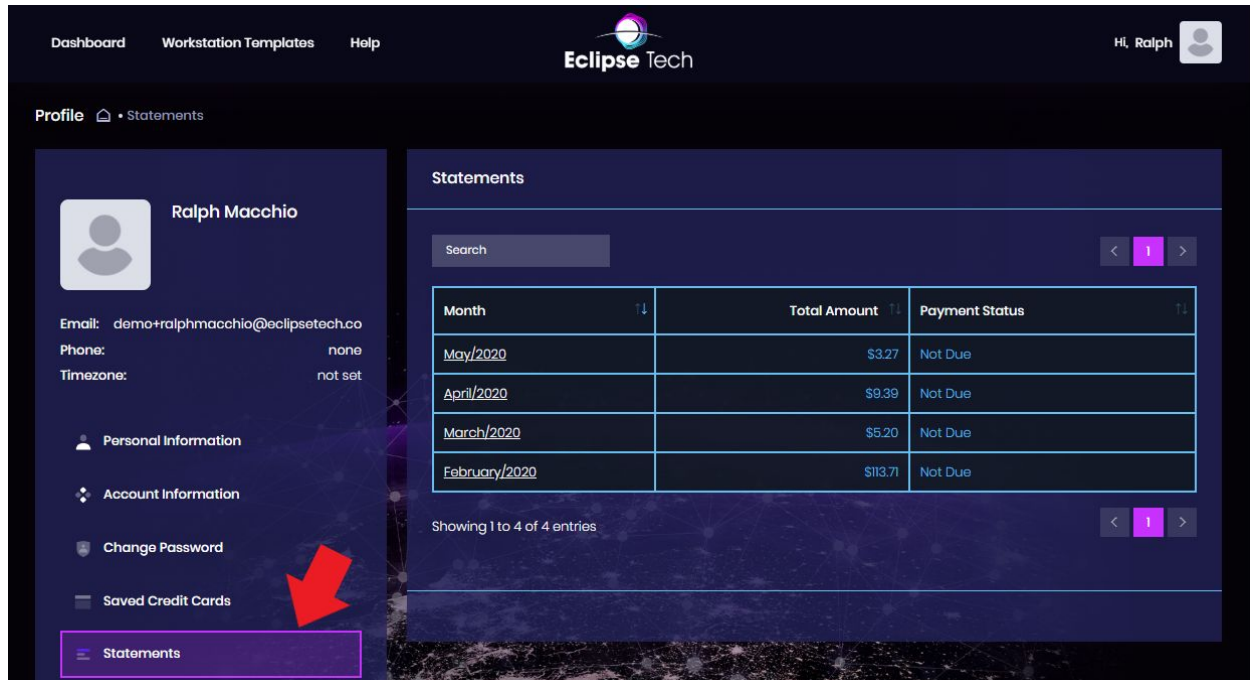


2. Click on “**My Profile.**”



Checking Your Billing Statement

3. Click on “Statements.”



The screenshot shows the Eclipse Tech user interface. At the top, there are navigation links for 'Dashboard', 'Workstation Templates', and 'Help'. The user's name 'Hi, Ralph' is displayed in the top right corner. The main content area is divided into two sections: a left sidebar for profile management and a right section for 'Statements'.

Profile Information:

- Name: Ralph Macchio
- Email: demo+ralphmacchio@eclipsetech.co
- Phone: none
- Timezone: not set
- Options: Personal Information, Account Information, Change Password, Saved Credit Cards, **Statements** (highlighted with a red arrow)

Statements Table:

Month	Total Amount	Payment Status
May/2020	\$3.27	Not Due
April/2020	\$9.39	Not Due
March/2020	\$5.20	Not Due
February/2020	\$113.71	Not Due

Showing 1 to 4 of 4 entries

NOTE: Your current billing will appear in the Statement table to the right. If due, it will show charges for the current month. Charges will appear on your statement within 12 hours of the charges being incurred.

Billings are prepared on the 3rd of the month. You will be emailed a billing statement, and your credit card will be automatically charged at that time.