How to View, Pay and Print Invoices in the Client Area

Invoices and Payment Methods · https://www.hyyat.com/en/knowledgebase/view-pay-print-invoices/

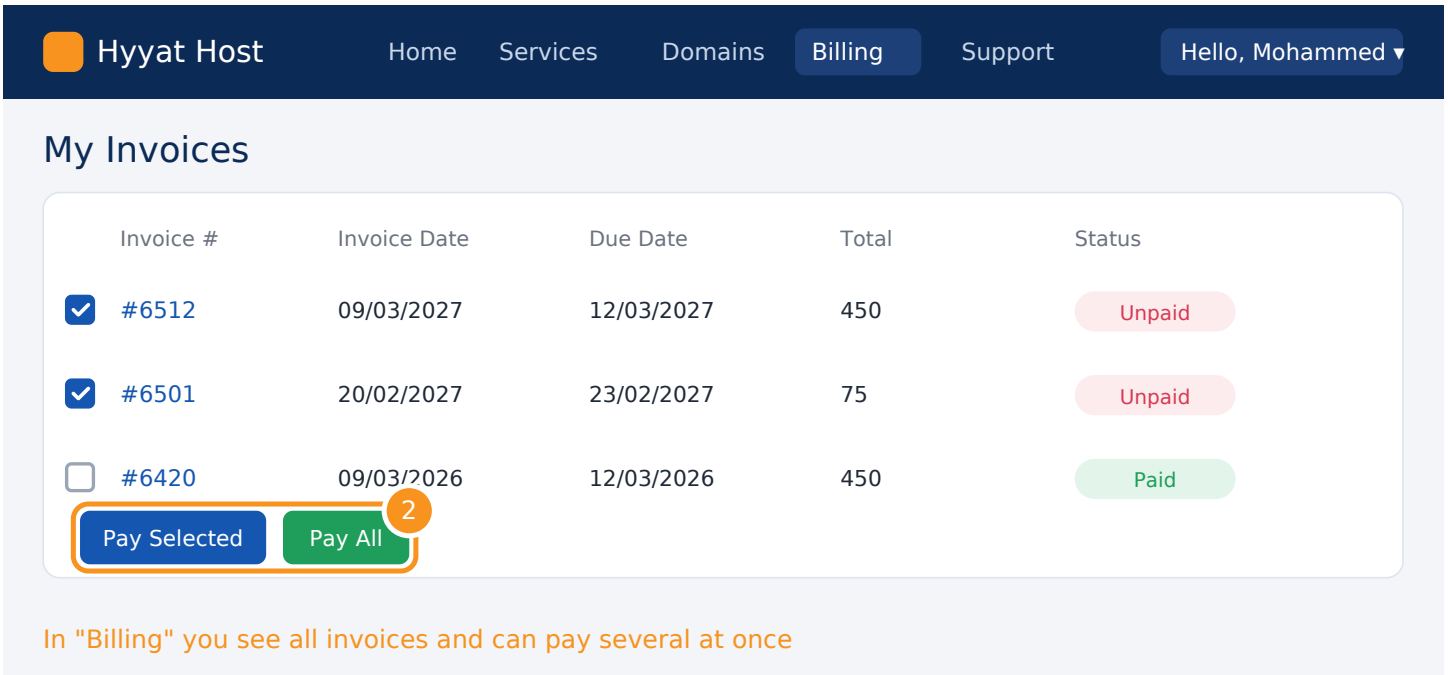
> **In short:** All your invoices are in: client area → Billing → My Invoices. Click any invoice to view it, choose a payment method and click "Pay Now", or download a PDF or print it. If several are due, pay them together with "Pay All".

Short video (23 seconds)

Embedded media: https://www.hyyat.com/wp-content/uploads/2026/10/bill-invoices-en.mp4?_=1

Viewing your invoices

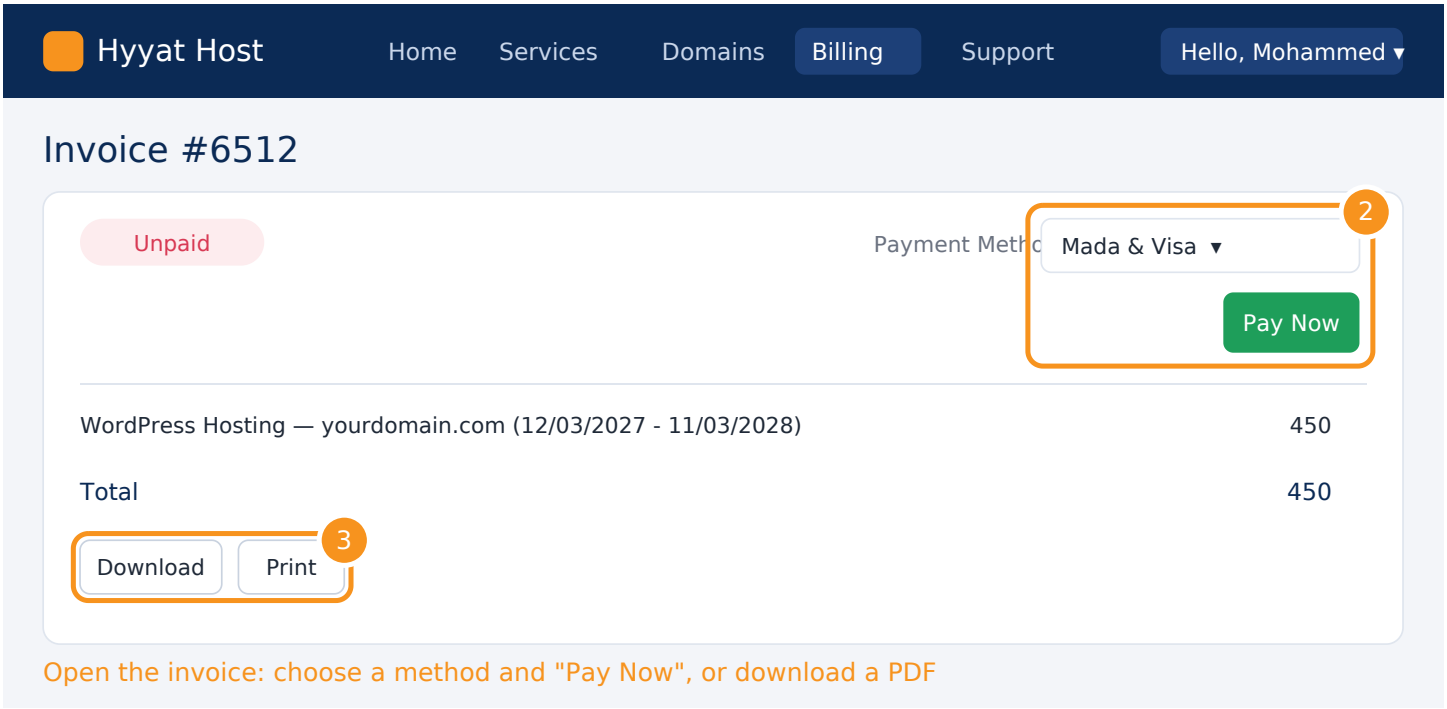
1. Log in to the client area with your email and password, or with the Google account linked to it.
2. Open **Billing → My Invoices**, or open it directly.



Status	Meaning
Unpaid	Awaiting payment. Pay before the due date.
Paid	Paid, and kept in the list for reference.
Cancelled	Cancelled, for example after a cancellation request.
Refunded	Its amount was refunded.

Paying one or more invoices

1. Click an invoice to open it. Choose the **Payment Method**, then click **Pay Now**.
2. For several invoices: tick them and click **Pay Selected**, or **Pay All** for everything due, in one payment.

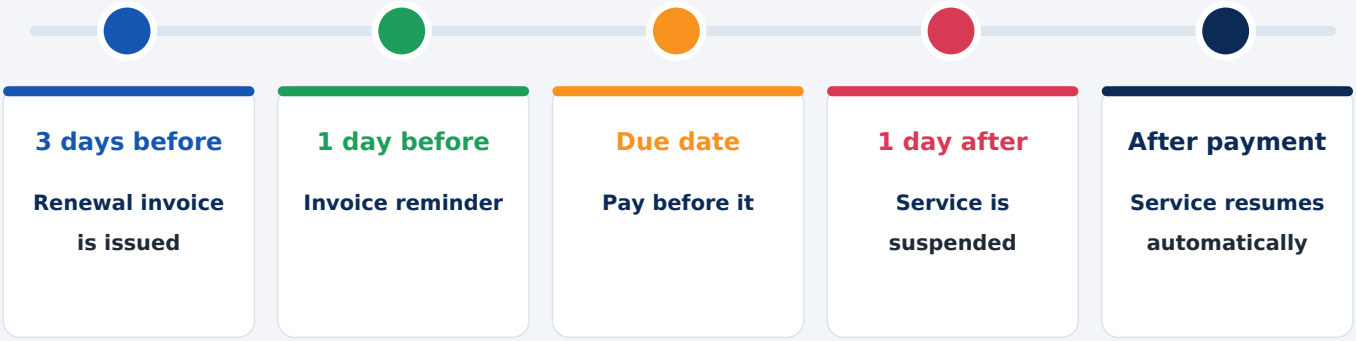


To print or save it, click **Download** for a PDF, or **Print**. See available payment methods.

When are invoices issued and services suspended?

From invoice to suspension

For hosting and services. Domain invoices come 30 days before expiry



- Hosting and service renewal invoices are issued **3 days before the due date**, with a reminder a day before.
- If unpaid, **the service is suspended a day after the due date**, with reminders after 1, 3 and 7 days.
- Once paid, **the service resumes automatically**. There are no late fees.
- Domain invoices are issued 30 days before expiry. See domain auto renew.

FAQ

Can I change an invoice payment method?

Yes, from the "Payment Method" list on the invoice page.

I paid by bank transfer but the invoice is still unpaid.

Send the receipt in a ticket to Billing & Payments; it is applied after checking.

I do not want to renew a service I was invoiced for.

Submit a cancellation request and its invoice is cancelled.

I need the invoice in my company name.

Update your company name and address in "Account Details" before the invoice is issued.

Related guides

- Payment methods
- Quotes
- Upgrade or downgrade your plan
- When your services expire

Need this service from Hyyat Host?Our team handles it for you, with support replying to tickets within 24 hours at most.

Web HostingSaudi Hosting