

inReach Support Center

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Updating Billing Info, Processing Payment & Viewing Invoices

Lu Parente - 2017-07-05 - 0 Comments - in Service/Account Management

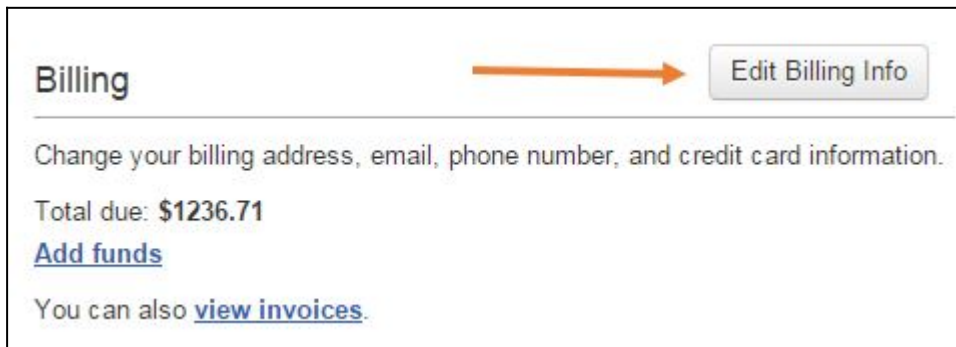
Follow the steps below on how to update your billing information, process an online payment & view your invoices

Log in to <https://inreach.garmin.com/>

- For standard accounts, click the "Account" tab.
- For professional accounts, click the "Settings" tab.

Solution: Update Billing Information

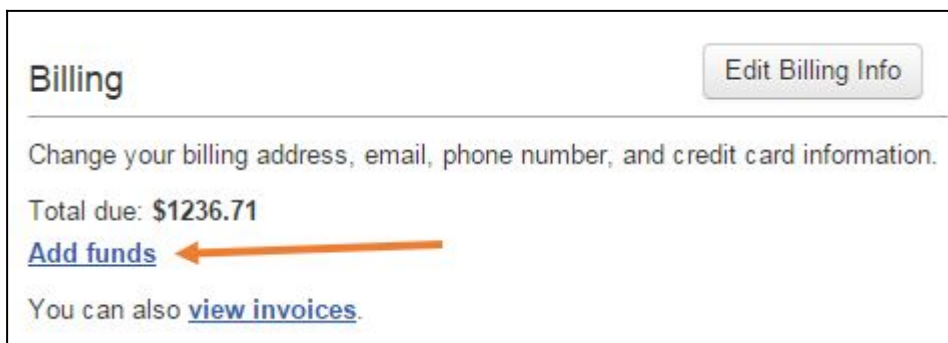
1. Click the Edit Billing Info button located in the Billing section to update your billing information.



2. Update your billing information and press Save when done.

Solution: Process Payment

1. Click the Add Funds button.



2. Enter the desired amount you wish to process payment for and click Add Funds.

Add Funds

Your credit card will be charged this amount one time. You may wish to verify your credit card first, by canceling and choosing Edit Billing Info.

\$ 1236.71

3. Confirm you have entered the correct amount and click Add Funds to process payment.

Confirm Amount

Are you sure you want to add \$1236.71? Your credit card will be charged immediately.

4. You will be provided with confirmation once your payment has been processed.

Solution: View Invoices

1. Click the "View Invoices" button and you will be presented with a list of invoices.

Billing

Change your billing address, email, phone number, and credit card information.

Total due: **\$1236.71**

[Add funds](#)

You can also [view invoices](#).

2. Select the desired invoice from list and click the View button.

View Invoices

Invoice Date	Amount	
February 7th 2015	\$1322.99	<input type="button" value="View"/>
January 7th 2015	\$31.45	<input type="button" value="View"/>

3. The selected invoice will be displayed.