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**Invoices &
payments**

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Invoices & payments

Business invoicing made simple. Everything you need to manage your invoicing in one place. View your transaction history and make payments with ease.

1 Account search

Search for invoice and payment details by account number or name, MPAN, MPRN or address (you can find all this information on your contract or invoice).

2 Downloading Invoices

View and download PDF copies of invoices, payment confirmations and credit notes.

3 Search for transactions

To help you find specific invoices, payment or credit information, you can search by keywords or the relevant data range.

4 Making payments

Make a payment using a credit or debit card.

5 Keyword search

Search here for invoices, credits and payments across all of your accounts.

1 Account search

2 Search for transactions

3 Search filters

4 Transaction table

5 Search input field

Account %	# Overdue Invoices %	# Due Invoices %	Balance %
000007002 - Morissette Manufacturing	5	5	€10,148.11

Transaction Reference %	From Date %	To Date %	Issue Date %	Transaction Amount %	Status %	Total Paid %	Outstanding Balance %
185 - Credit	N/A	N/A	05/12/2018	€5,872.73	N/A	N/A	N/A
00004082 - Invoice	01/04/2018	30/04/2018	07/11/2018	€331.16	Due	€0.00	€331.16
00004336 - Invoice	01/07/2018	31/07/2018	03/08/2018	€191.20	Paid	€191.20	€0.00
00005291 - Invoice	01/08/2018	31/08/2018	03/09/2018	€178.71	Due	€0.00	€178.71
00007218 - Invoice	01/09/2018	30/09/2018	03/10/2018	€180.75	Due	€0.00	€180.75
000012810 - Invoice	01/12/2018	31/12/2018	05/01/2019	€3,879.28	Paid	€3,879.28	€0.00
00000611 - Invoice	01/10/2017	31/03/2018	04/04/2018	€4,924.90	Paid	€4,924.90	€0.00
00001093 - Invoice	01/04/2018	30/04/2018	03/05/2018	€504.06	Paid	€504.06	€0.00
00001808 - Invoice	01/05/2018	31/05/2018	02/06/2018	€363.77	Paid	€363.77	€0.00
00002548 - Invoice	01/06/2018	30/06/2018	03/07/2018	€232.18	Paid	€232.18	€0.00

TOTAL BALANCE -€5,879.28

Confused by any industry jargon?

If you would like to double check your MPANs from your MPRNs, then visit our 'Glossary' page at npower.com/business-solutions/your-account/glossary for a full explanation.



npower.com/dashboard

Visit npower.com/dashboard to register your account and log in today.

If you have any questions or would like to know more about Dashboard, please contact your Client Lead or Account Manager.

Alternatively you can call our Customer Contact Team on 0800 138 2322.

Phone calls: We may monitor and/or record calls for security, quality or training purposes. Call charges to numbers beginning with 0800 should be free if you are calling from a business mobile or landline but this will depend on your contract. Please check with your operator for exact charges.

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