How to access your billing history in GembaDocs
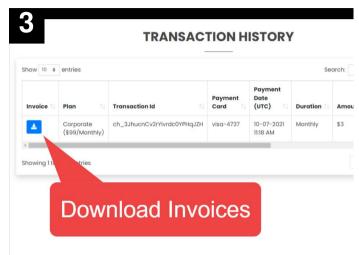
LUMEN ELECTRONICS

1

ADMINS need to log in to GembaDocs on a browser. Non Admins cannot access billing history.

2

Navigate to **SUBSCRIPTION** on the menu tab and choose **TRANSACTION HISTORY.**

3

Individual invoices can be downloaded by clicking the blue download buttons.