Download receipts and invoices

Find past payments, download PDF receipts, and add your company details to them.

For: Administrators, Managers · Updated November 16, 2026 · https://hipaacertify.com/support/article/receipts-and-invoices

1. Click **Billing** in the sidebar.
2. Scroll to **Receipts**.
3. Click the PDF icon to download a receipt, or the view icon to open it online.

Each row shows the receipt number, invoice date, amount and status. Your first receipt appears after your first payment.

Add your company name, address or a PO number

Click **Update Payment Method** to open the Stripe billing portal. Update your **billing information** there, and future receipts will include it.

> **NOTE**
>
> Card statements show the charge from **CLEAREDSYSTEMS.COM**, the company that operates HIPAA Certify.

Need more help? Visit https://hipaacertify.com/support or contact us at https://hipaacertify.com/contact.

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