

Downloading Invoices

1. Please go to www.faxem.com.au and select the **InterFAX Login** option under the Login drop down menu – enter your username and password to access your InterFAX Account.

You are here: Login

Username

Password

Login

2. Click on the **Account Management** tab, then choose the **Billing Transactions** option and select **'All'**.

InterFAX
 Let your email do the faxing 

 Support

interfax@faxem.com.au

Fax Queues Preferences Lists Purchase **Account Management** Logout

Billing Transactions Prepaid Cards Messages by User Users Update Payment Method

You are here: [Logged In](#) > Billing Transactions

All Only Open

Currency AUD

Date	Transaction	Debit	Credit	Balance
06/12/2007	06/12/2007 Credit Card Debit		\$ 22.00	\$ 22.00
06/12/2007	06/12/2007 Invoice	\$ 22.00		\$ 0.00
27/03/2008	27/03/2008 Credit Card Debit		\$ 22.00	\$ 22.00
27/03/2008	27/03/2008 Invoice	\$ 22.00		\$ 0.00
04/06/2008	04/06/2008 Credit Card Debit		\$ 22.00	\$ 22.00
04/06/2008	04/06/2008 Invoice	\$ 22.00		\$ 0.00
09/07/2008	09/07/2008 Credit Card Debit		\$ 66.00	\$ 66.00
09/07/2008	09/07/2008 Invoice	\$ 66.00		\$ 0.00
29/09/2008	29/09/2008 Credit Card Debit		\$ 66.00	\$ 66.00
29/09/2008	29/09/2008 Invoice	\$ 66.00		\$ 0.00
07/11/2008	07/11/2008 Other		\$ 65.79	\$ 65.79

First Previous Next Last

3. Find your purchase in the listing and click on **Invoice** next to the date.

4. A window will pop up giving you the option to either download 'Save' or print 'Print' your invoice.

1 Please contact our customer service team on 1300 667 355 if you have any additional enquiries or email interfax@faxem.com.au