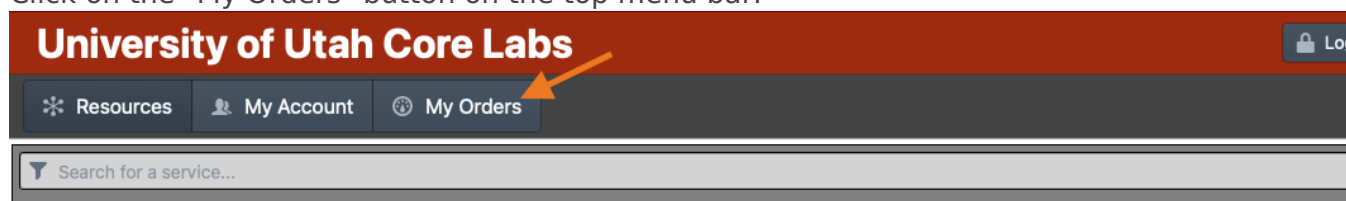


View Previous Orders / Invoices

To view any orders or invoices that belong to you use the following steps:

1. Click on the "My Orders" button on the top menu bar.



2. Select a date range

My Orders

Past week

Past month

Past 3 months

Past 6 months

Past year

Past 2 years

< February 2021

March 2021 >

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

3. Click on the [Order Number](#) or [Invoice Number](#) to view the details

Orders

Order ID	Service	Order Date
312768	MES Mice	2021-03-30 11:42

Invoices

My Orders

I'm Account Owner (PI)

Invoice ID	Project/Activity	Account Title	Invoice Date
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Revision #2

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