

## 2-0009-EN-View my payments history (invoices) for ShopF...

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### To View and print out your ShopFactory account payments history and invoices:

- Open ShopFactory software
  - At the ShopFactory Central page, click on MY ORDERS to connect to the SF Cloud interface
  - Select Account -> Account
  - At the left menu, select "Payments History"
- <https://app.santu.com/buynow/setup/invoices>
- Click on an order number to view the order details. You can print out your invoices from there.