

## Can you send me a quote for buying Deskpro, or an invoice for renewal

Ben Henley - 2023-08-10 - Comment (1) - Payment & Renewals

### **:Question**

?My company will need a formal invoice to raise a purchase order. Could you send me one

### **:Answer**

If you have an existing helpdesk or trial, you can get an invoice by going to the Billing Dashboard from within your account (Click on the \$ icon on the Navigation Bar). Enter or :confirm your details, ensuring you select **Annual billing**



.In the payment section, you can select **Bank Transfer** to generate an offline invoice

To get a quote for a new On-Premise license without a trial, go to [www.deskpro.com/buy/](http://www.deskpro.com/buy/), .select the license you want to buy, and your details

At the Billing Details step, click on "Purchase Order / Check / Wire". You will then be able to .download a PDF invoice