Locate A Subscription

Go to **Subscriptions**, and scroll down to view all active subscriptions.

To search for a specific subscription:

1. Select the filter icon.
2. You can select from various options to locate your subscription. You can filter by *Plan, Customer ID, Customer First Name, Customer Last Name, Subscription ID, Plan Code, Plan Name, Plan Frequency, Custom Label Name, Custom Label Value, Plan Amount, Payment Profile, Currency, Status, Trial Duration, One Time Fee, Primary Account Number, Subscription Category*, or *Last Update Date*.
3. Click **Add Filter** and view the results.