Manage Recurring Billing

This page allows you to manage any Recurring Billing orders that are in the system.

Internal ID

This is the internal Recurring Billing ID. Most recurring billings will have 2 ID's, the "internal ID" and the ID used by each individual payment gateway, known in the Geo system as the secondary ID.

Click on an ID to see more details about the recurring billing.

Cost per Cycle

This is the cost to the user every X number of days. For instance, if there was a subscription that cost $5 every 30 days, the cost per cycle would be $5.

Cycle Duration

This is the amount of time between billings. For instance, if there was a subscription that cost $5 every 30 days, the cycle duration would be 30 days.

Last Known Status

Since the automatic payments are processed by the payment gateway, not directly through the Geo website, we can only show what the status on the recurring billing was the last time the payment gateway sent a recurring signal, or the last time the software contacted the payment gateway to update the status (depending on how the specific payment gateway works).

This can be **Active** to indicate a recurring billing that is still paid on and has not been canceled. Or it can be **Canceled** if user has not paid or if it has been canceled by the user or the site administrator.

Other statuses are possible, and are specific to each payment gateway, any status other than *active* or *canceled* is treated as if it were *pending* by the overall system.

Refresh Status

This button allows you to tell the software to contact the payment gateway to get the latest status on the recurring billing. Note that this depends on how the payment gateway works, some payment gateways are not able to retrieve the current status (such as Paypal), they rely solely on signals being sent back to the software to let it know when the status changes or when a payment has been made.

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