Creating a Renewal Invoice Early

There may be times where a client asks for you to invoice them for the next renewal date early.

- You cannot generate another invoice if the system has already generated the invoice for the next due date.
- If you have enabled **Separate Invoices** in the client's profile or client group and select multiple items with the same next due date, the system will generate a single invoice.
- The status of the service, domain, or addon must be *Pending*, *Active*, or *Suspended* to generate an invoice.
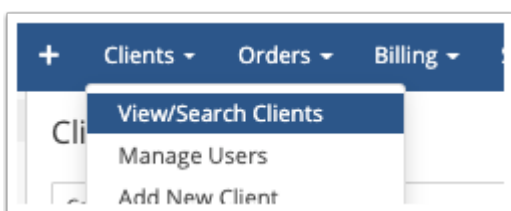
> 💡 In WHMCS 8.8 and later, the **On-Demand Renewals** feature allows early renewals in the Client Area with no manual intervention from you. For more information, see On-Demand Renewals.

> ℹ️ For more information on separating invoices, see Creating Separate Renewal Invoices for a Client's Services.

Invoice a client early

To do this in WHMCS:

1. Go to **Clients > View/Search Clients** and search for the client:

2. Click on the client's name to view their **Summary** tab:

3. Check the **Products**, **Services**, **Addons**, or **Domains** that you want to generate an invoice for:

	ID	Product/Service	Amount	Billing Cycle	Signup Date	Next Due Date	Status	
☑	171	3 Years - (No Domain)	$59.95 USD	Monthly	12/08/2021	12/09/2021	Active	
☐	141	3 Years - (No Domain)	$59.95 USD	Monthly	28/06/2021	28/08/2021	Active	
☐	119	High - webexample.tw	$155.00 USD	Monthly	24/05/2021	24/07/2021	Active	
☐	48	High - hostexample.mobi	$155.00 USD	Monthly	05/02/2021	05/09/2021	Active	

Show 10 entries   Showing 1 to 4 of 4 entries   Previous 1 Next

4. At the bottom of the page, click **Invoice Selected Items**:

The system will generate the next invoice for the service immediately.