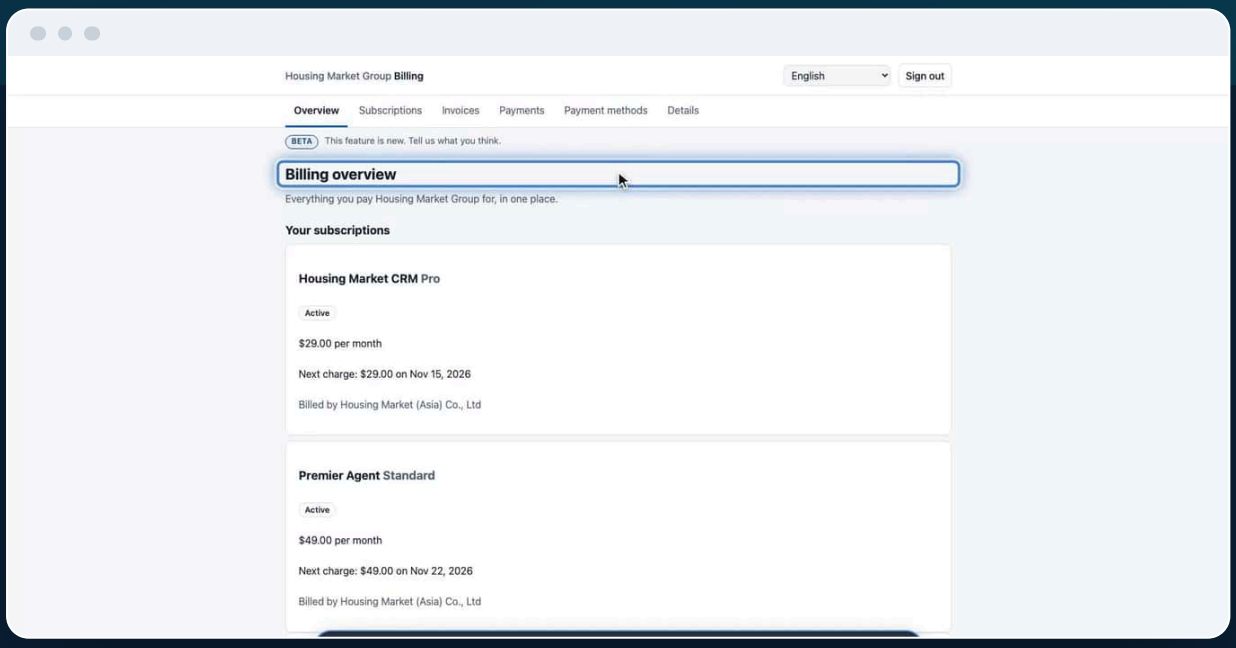
HOUSING MARKET GROUP

HOUSING MARKET GROUP

Housing Market Billing Center Handbook

For customers of any Housing Market product

Edition November 2026



A Housing Market Group product · housingmarketgroup.com

HOUSING MARKET GROUP

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Housing Market Billing Center Handbook · Edition November 2026

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BETA

The billing page is new and carries a Beta notice. At the moment you read your billing there. A part that is not open yet shows the label Updating, and tells you where you can still manage it for now: in the billing section of your product. Nothing is changed or charged by opening the page.

Help Center: What is the Housing Market billing page, and how do I open it?

PART 1

Getting started

1 Your billing page and subscriptions

1 CHAPTER 1

Your billing page and subscriptions

All plans | For customers of any Housing Market product | Watch the video

OVERVIEW

One page at account.housingmarketgroup.com that shows your subscriptions, invoices and payments for every Housing Market product. Open it with the Billing link in your product, or sign in there directly.

The billing page shows everything you pay Housing Market Group for, in one place: your subscriptions with the date and amount of the next charge, your invoices and credit notes, and your payment history with payments, refunds and failed payment attempts. Each invoice can be opened and downloaded as a PDF, and invoices and payments can be filtered by product, date and status. If you have an advertising wallet, its balance is shown too.

To open it, choose Billing in the product you use, for example in the account menu of Housing Market CRM or in the dashboard menu of your portal account. You arrive in the same tab, signed in as you. You can also go straight to account.housingmarketgroup.com and sign in with your Housing Market account.

The billing page is new and carries a Beta notice. At the moment you read your billing there. A part that is not open yet shows the label Updating, and tells you where you can still manage it for now: in the billing section of your product. Nothing is changed or charged by opening the page.

From the Help Center: **What is the Housing Market billing page, and how do I open it?**

STEP BY STEP

1. This is the **Billing Center**: everything you pay Housing Market Group for, in one place.

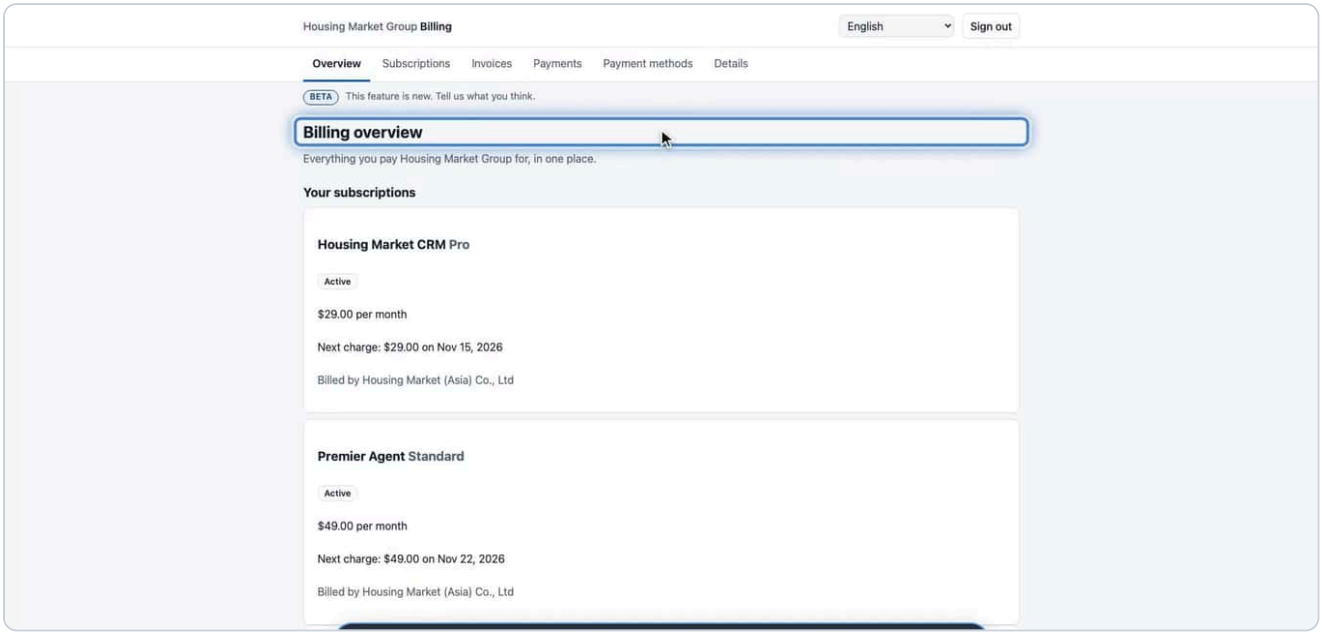


Figure 1.1 · Screen recorded 29 October 2026

2. This feature is new and shows a **Beta** badge while we refine it.

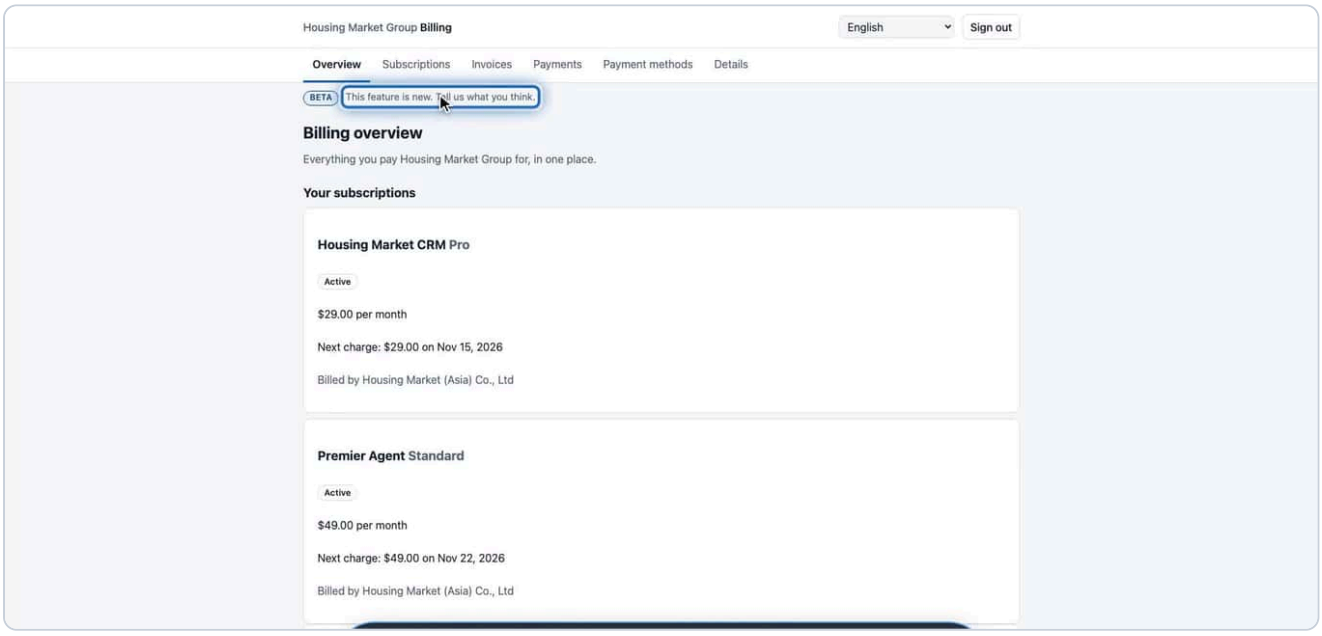


Figure 1.2 · Screen recorded 29 October 2026

3 Each **subscription** has its own card, with the **plan** you are on.

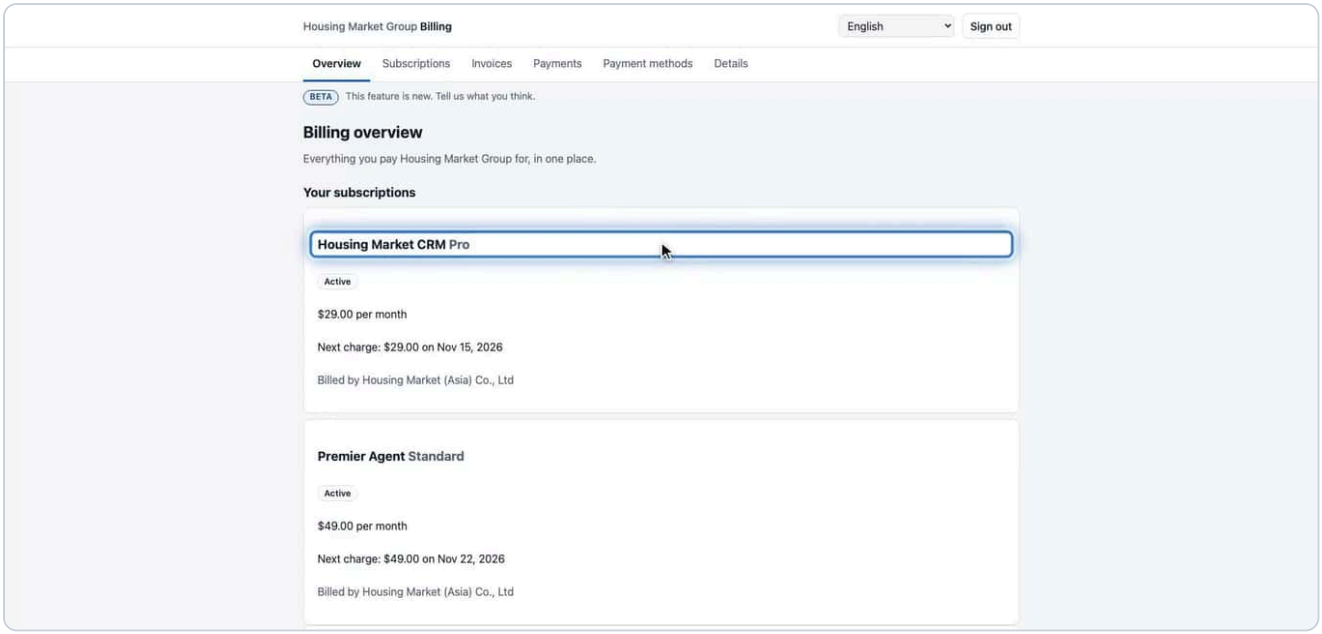


Figure 1.3 · Screen recorded 29 October 2026

4 See the **price** and the **next charge** with its date.

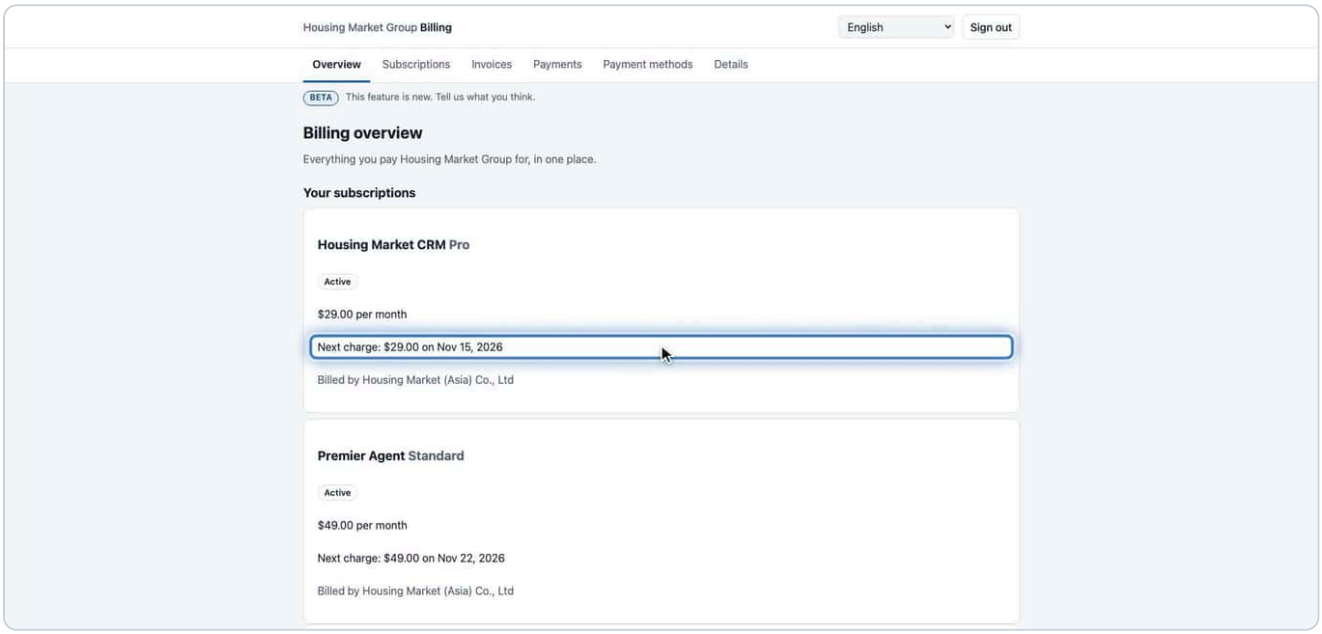


Figure 1.4 · Screen recorded 29 October 2026

5 The card also names the Housing Market **company that bills you**.

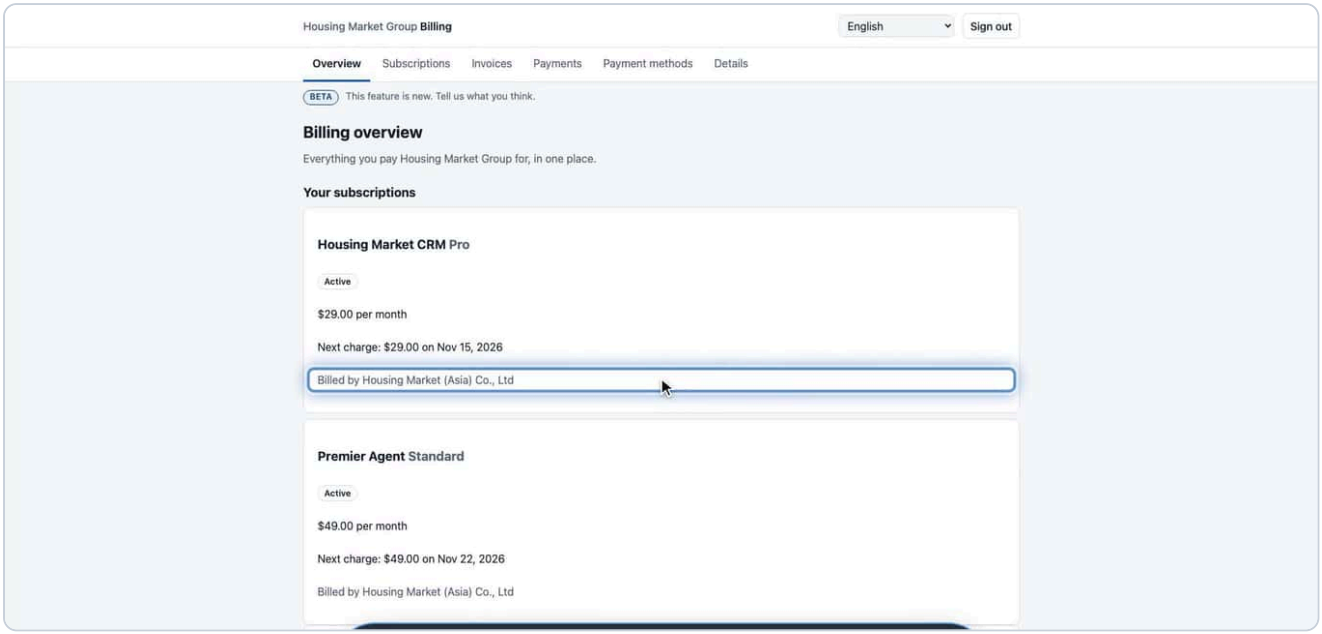


Figure 1.5 · Screen recorded 29 October 2026

6 Click **Subscriptions** for the full list.

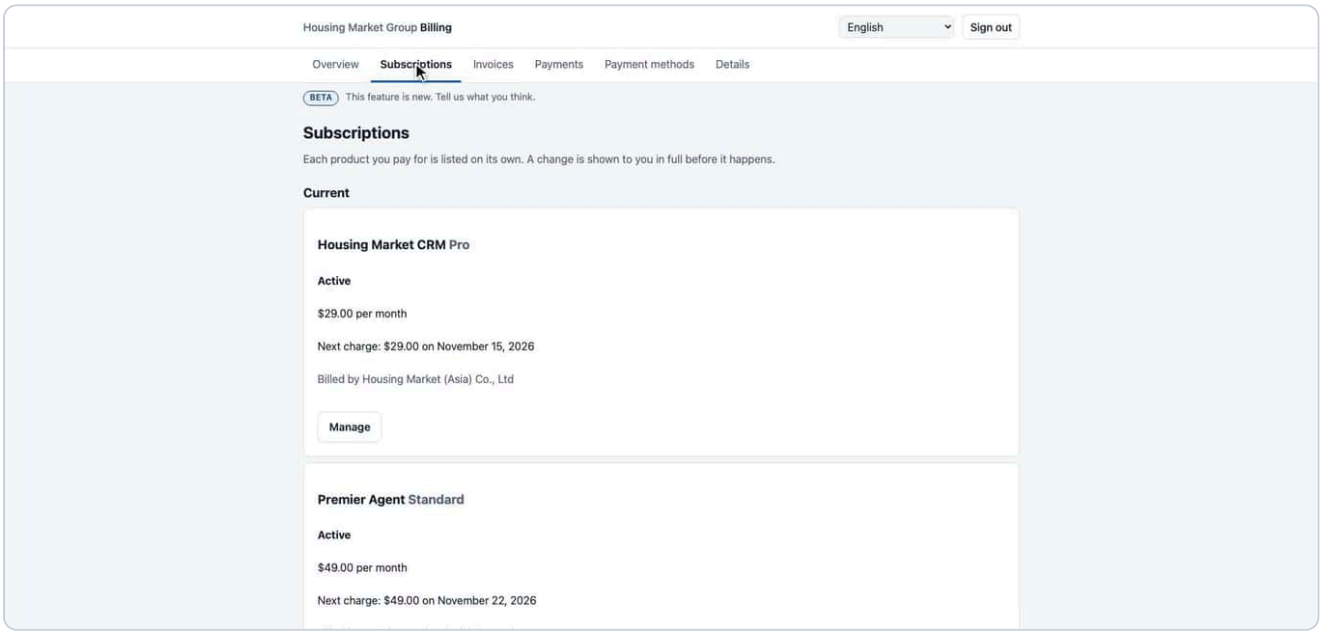


Figure 1.6 · Screen recorded 29 October 2026

7 Every product you pay for is listed on its own.

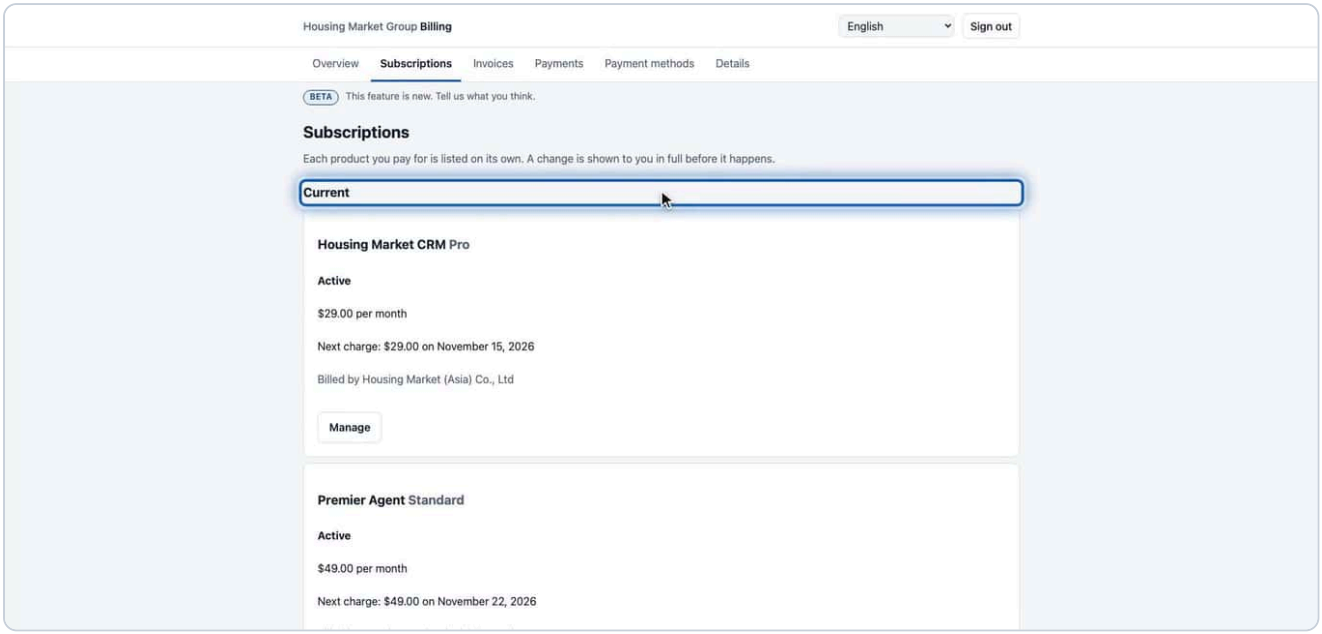


Figure 1.7 · Screen recorded 29 October 2026

8 Click **Manage** to open one subscription.

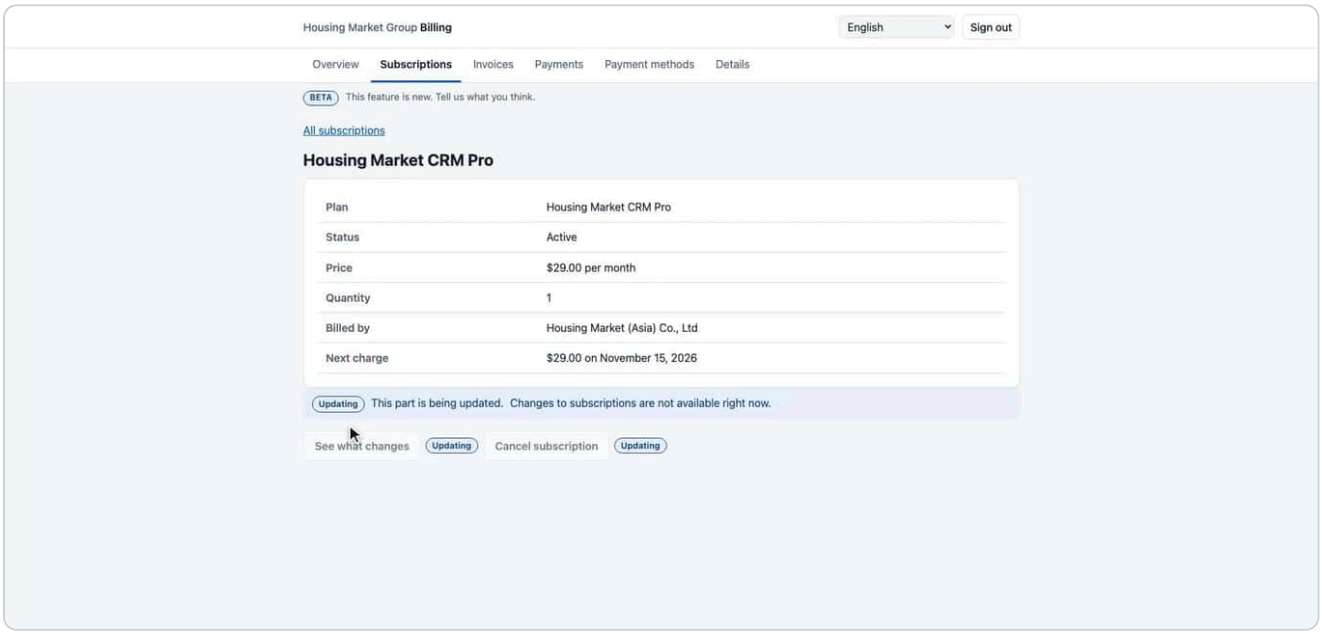


Figure 1.8 · Screen recorded 29 October 2026

9 Here are its **plan**, **status**, **price** and **quantity**.

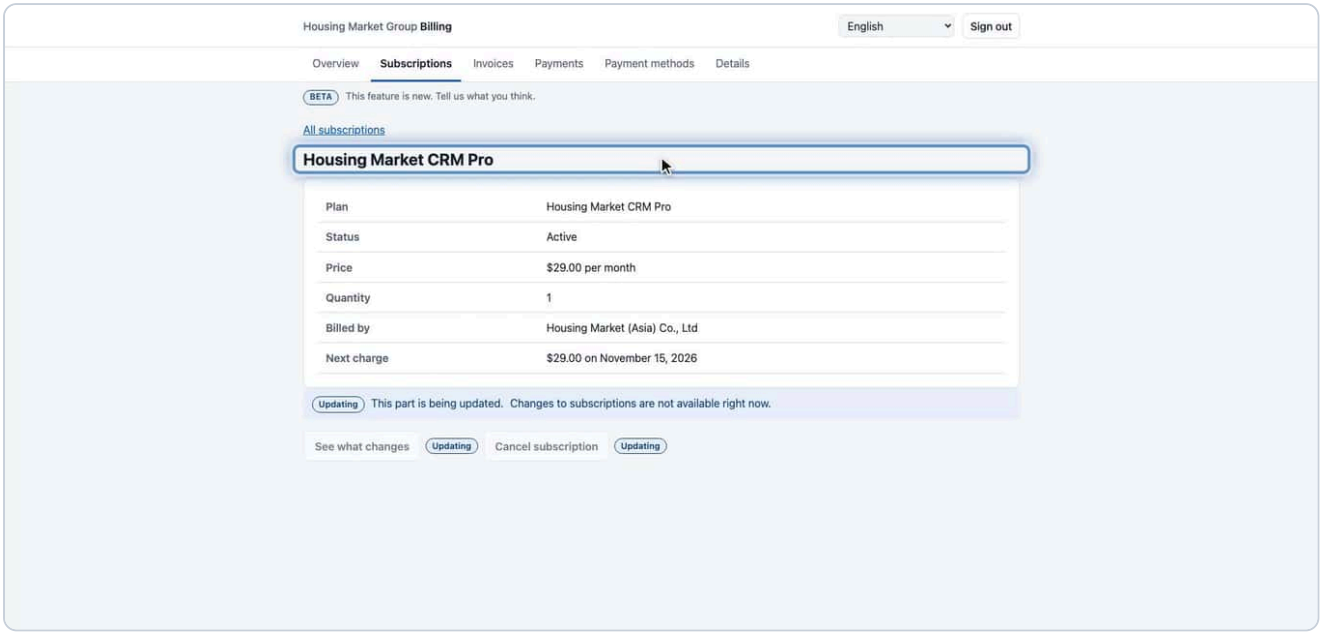


Figure 1.9 · Screen recorded 29 October 2026

10 And exactly when and how much it **charges next**.

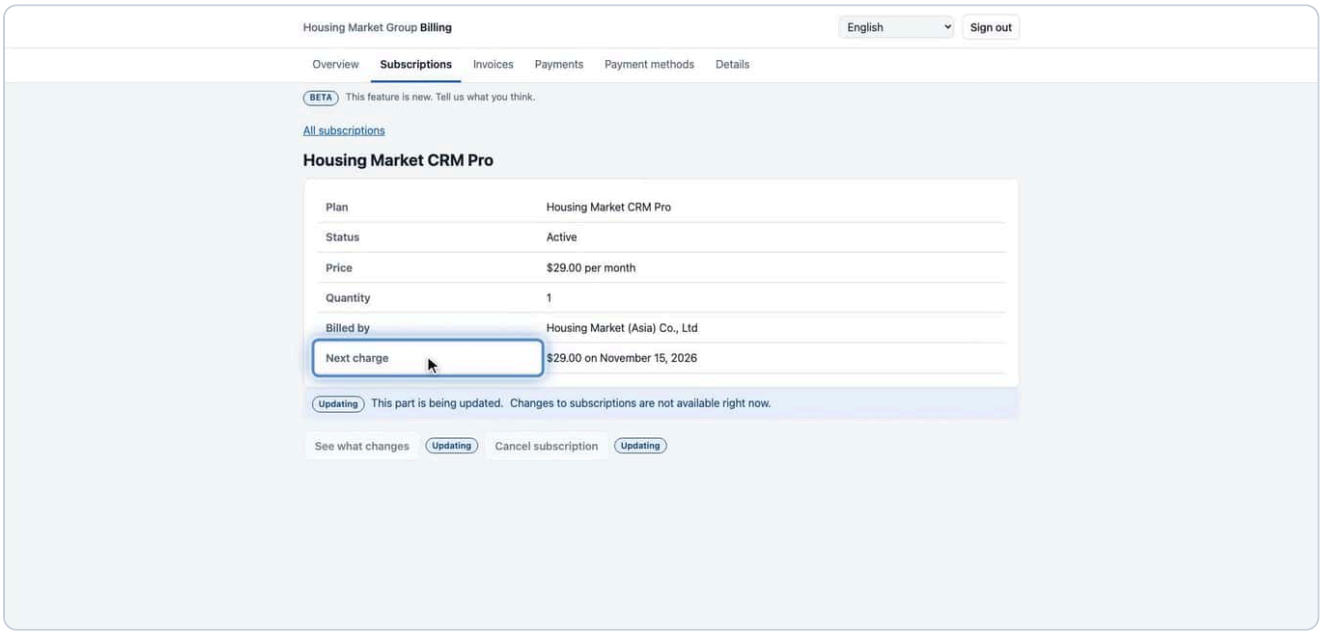


Figure 1.10 · Screen recorded 29 October 2026

11 **Updating** marks a part that is not switched on yet: **See what changes** and **Cancel subscription** are not available.

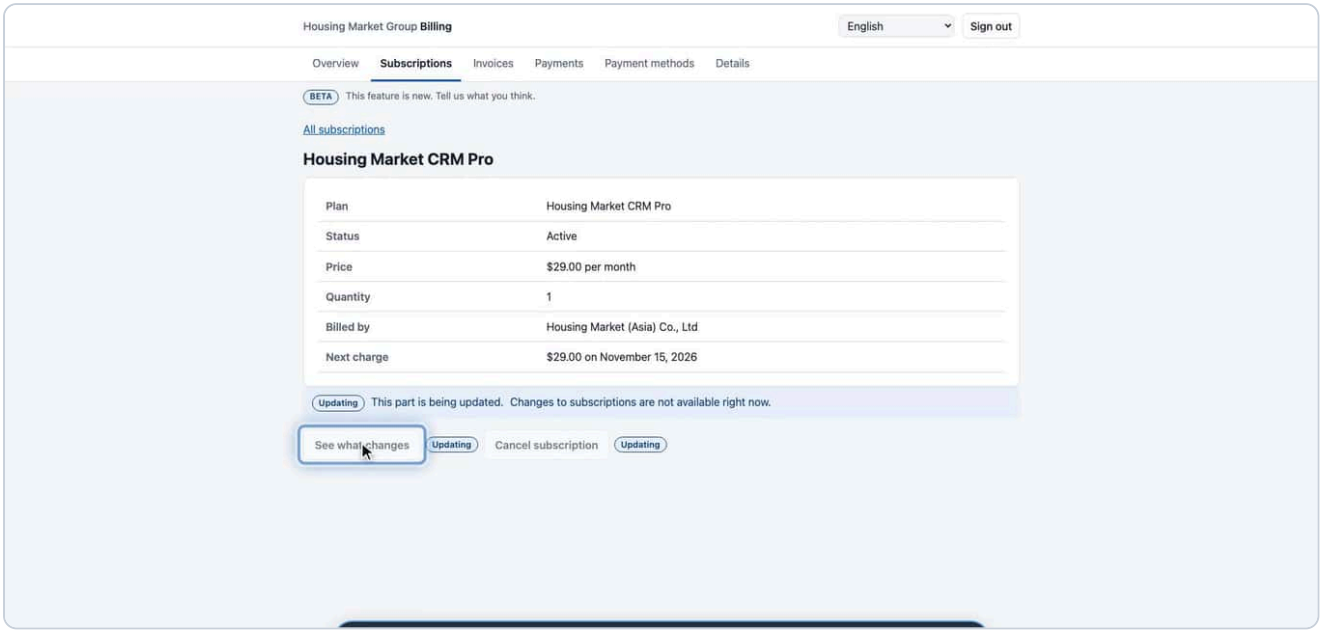


Figure 1.11 · Screen recorded 29 October 2026

12 Click **All subscriptions** to go back.

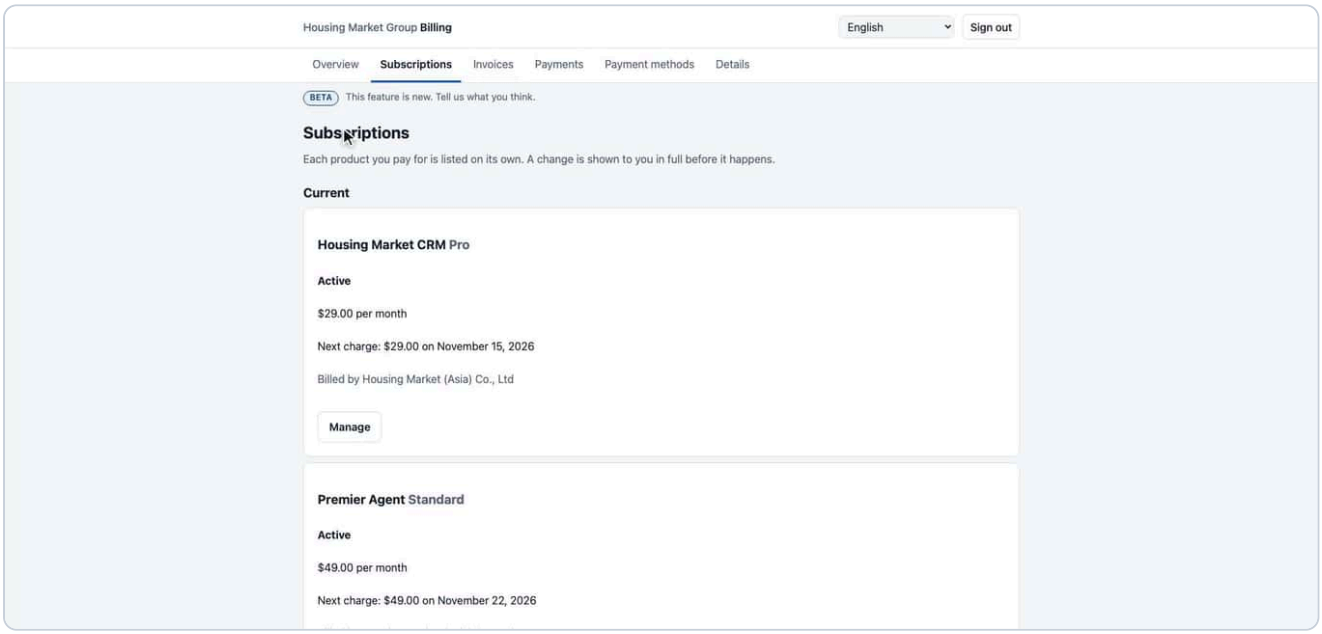


Figure 1.12 · Screen recorded 29 October 2026

GOOD TO KNOW

TIP

Sign in with the email and password of your Housing Market account, or choose Billing in your product and arrive signed in. Confirming your email and resetting a password both use a link we email you. There is no code to type.

Help Center: How do I sign in to the billing page, and what if I forgot my password?

PART 2

Invoices and payments

2 Find invoices and payments

2 CHAPTER 2

Find invoices and payments

All plans | For customers of any Housing Market product | Watch the video

TODO No Help Center article covers this task yet, so this chapter has no explanation of its own. Write the article, then map it in packages/handbooks/src/products/billing.ts.

STEP BY STEP

1 Click **Invoices** in the Billing Center.

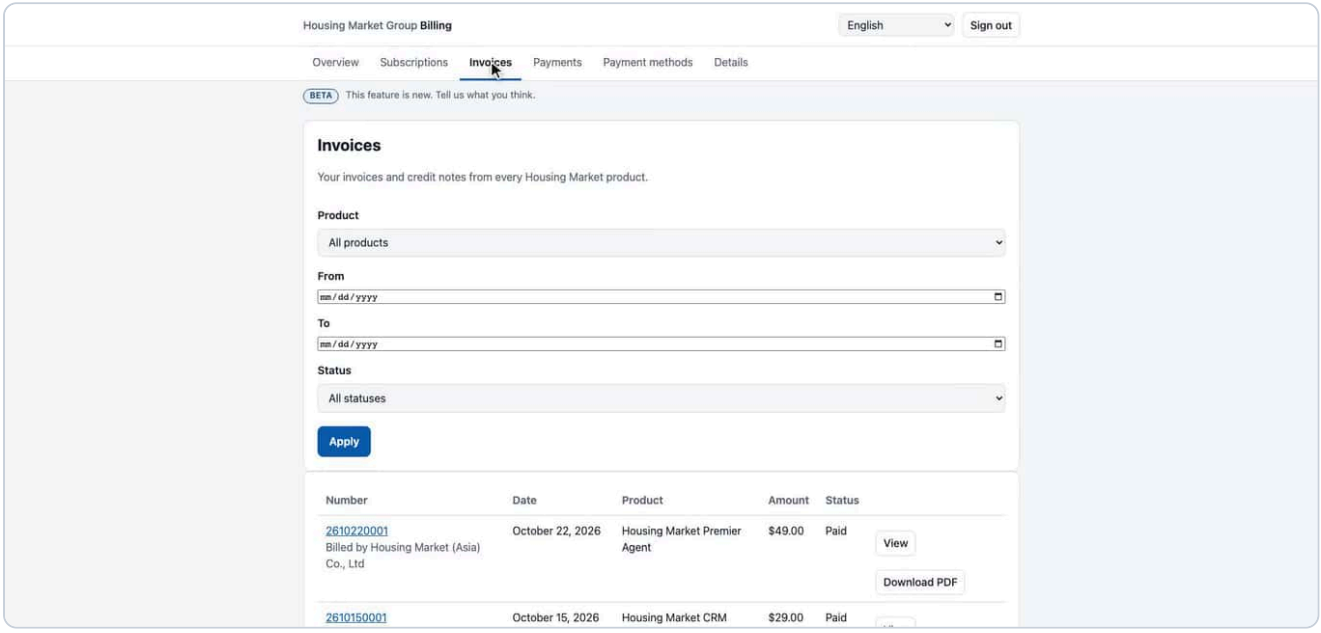


Figure 2.1 · Screen recorded 29 October 2026

2 **Invoices** lists every invoice from every Housing Market product.

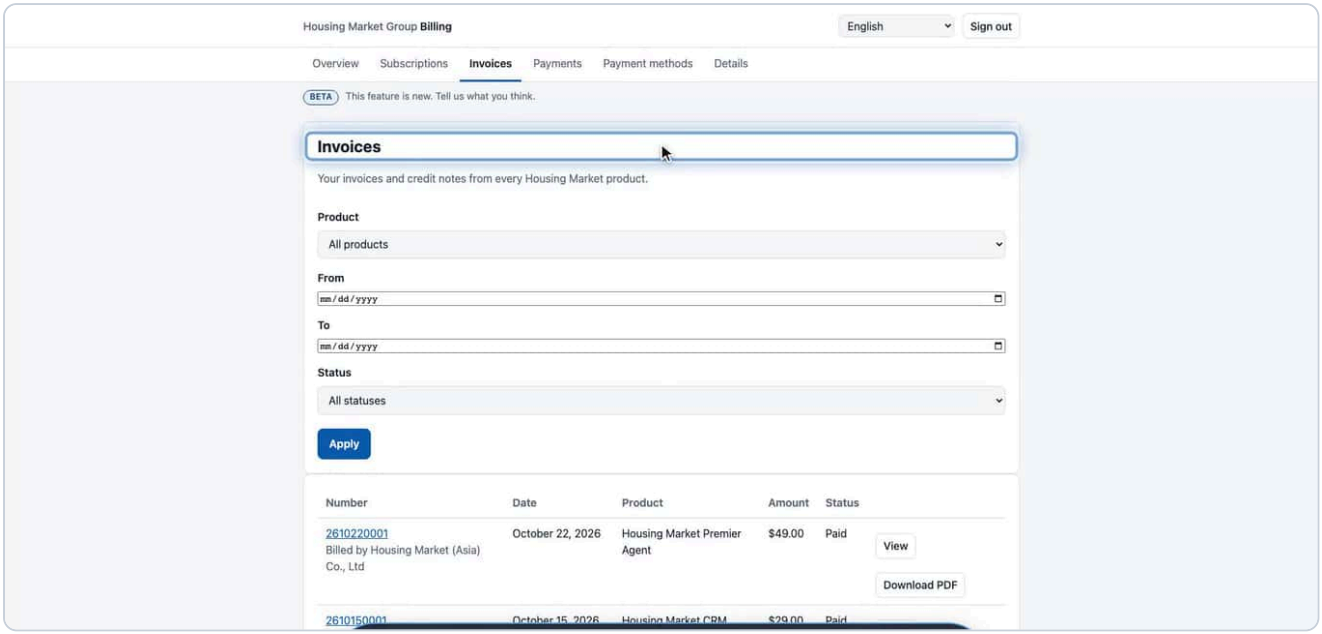


Figure 2.2 · Screen recorded 29 October 2026

3 Filter by **product**, **date** or **status**.

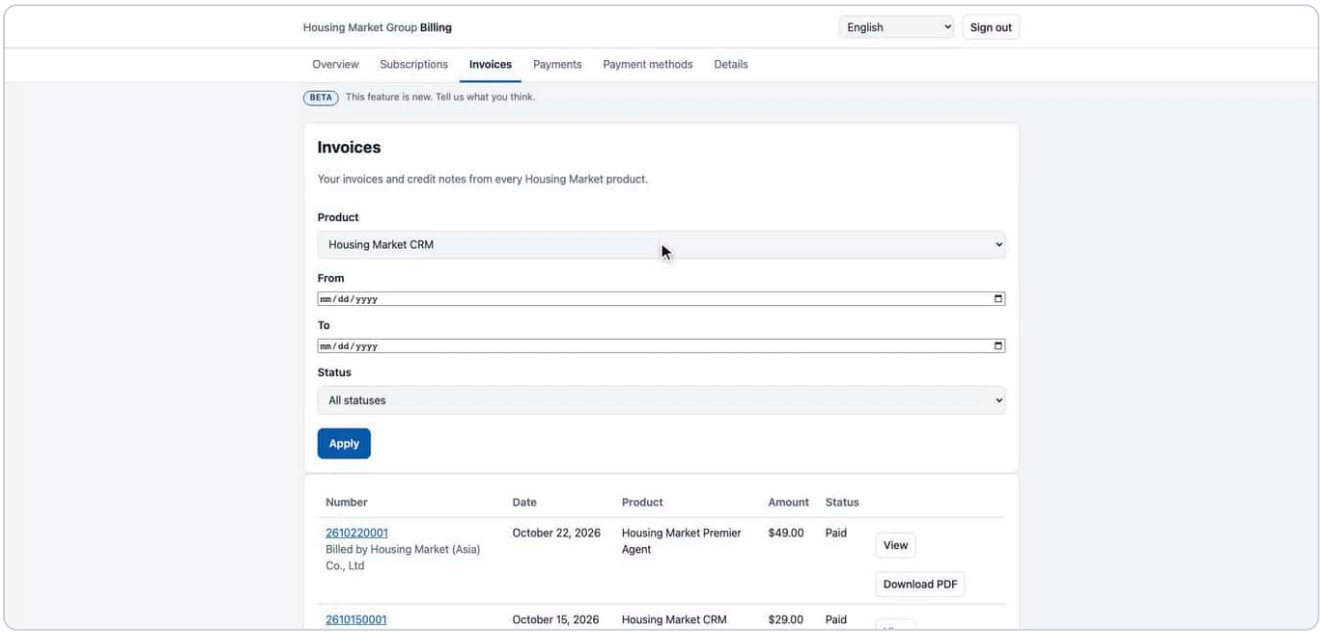


Figure 2.3 · Screen recorded 29 October 2026

4 Click **Apply**.

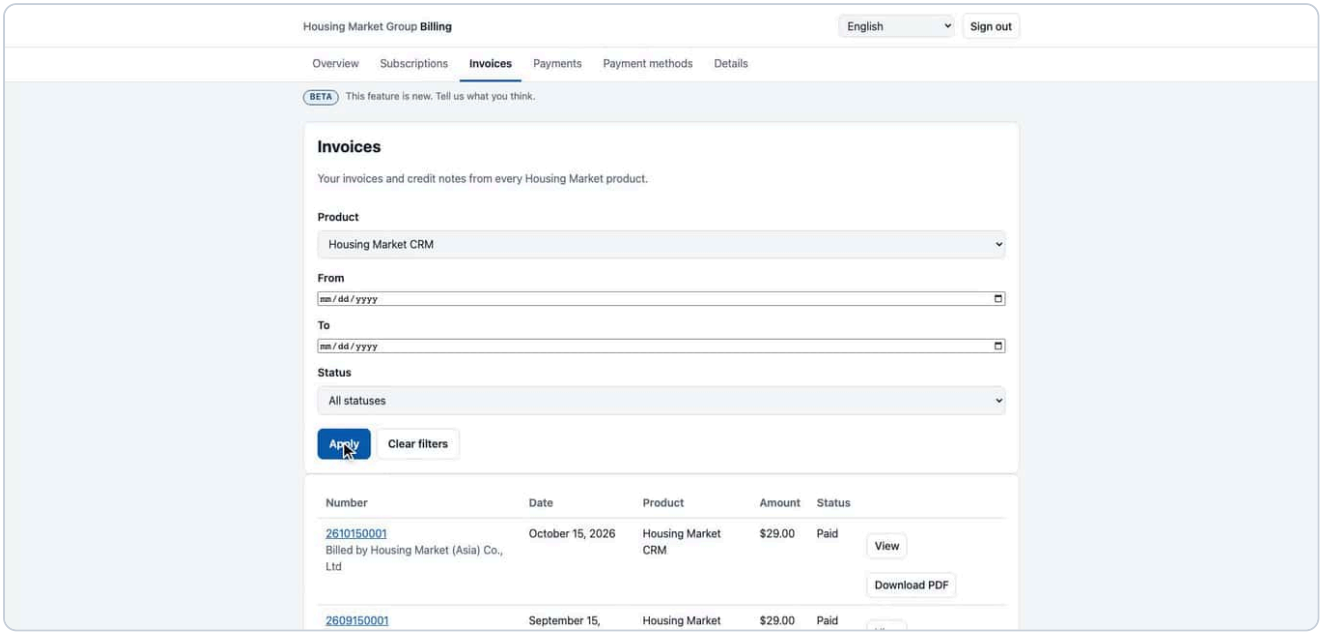


Figure 2.4 · Screen recorded 29 October 2026

5 Now only the **CRM** invoices are listed, newest first.

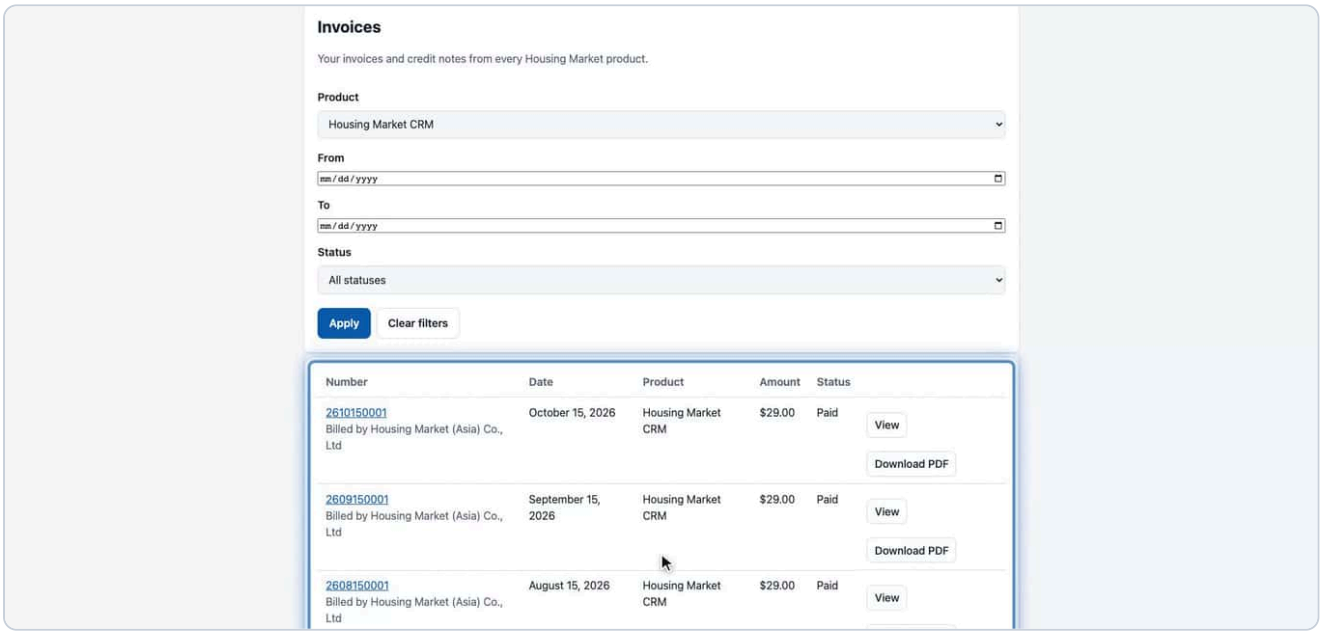


Figure 2.5 · Screen recorded 29 October 2026

6 Click an **invoice number** to open it.

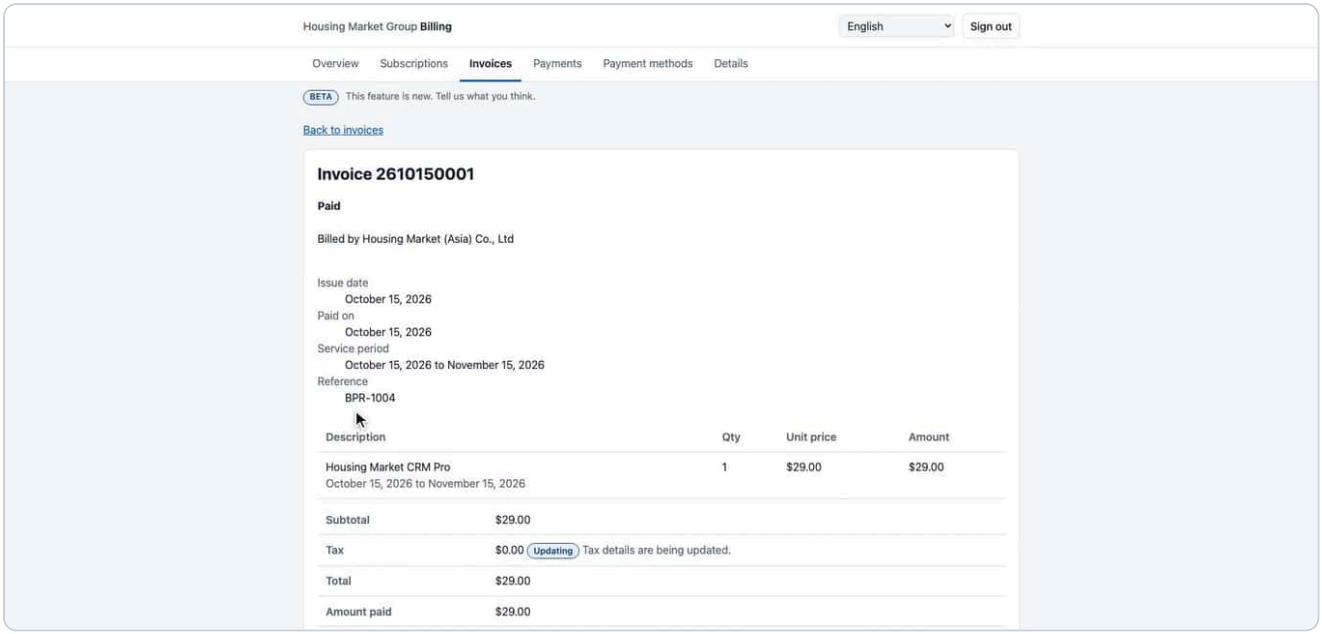


Figure 2.6 · Screen recorded 29 October 2026

7 It names the **company that issued it** the **service period** and each **line**.

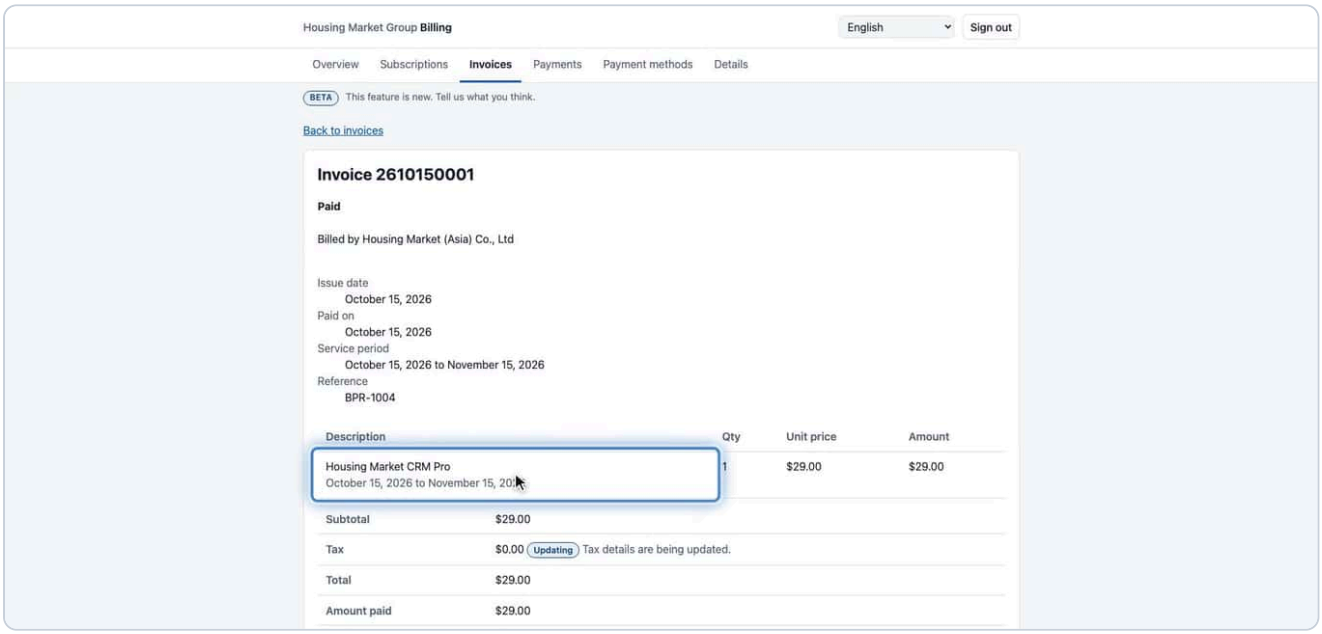


Figure 2.7 · Screen recorded 29 October 2026

8 and the **total** you paid.

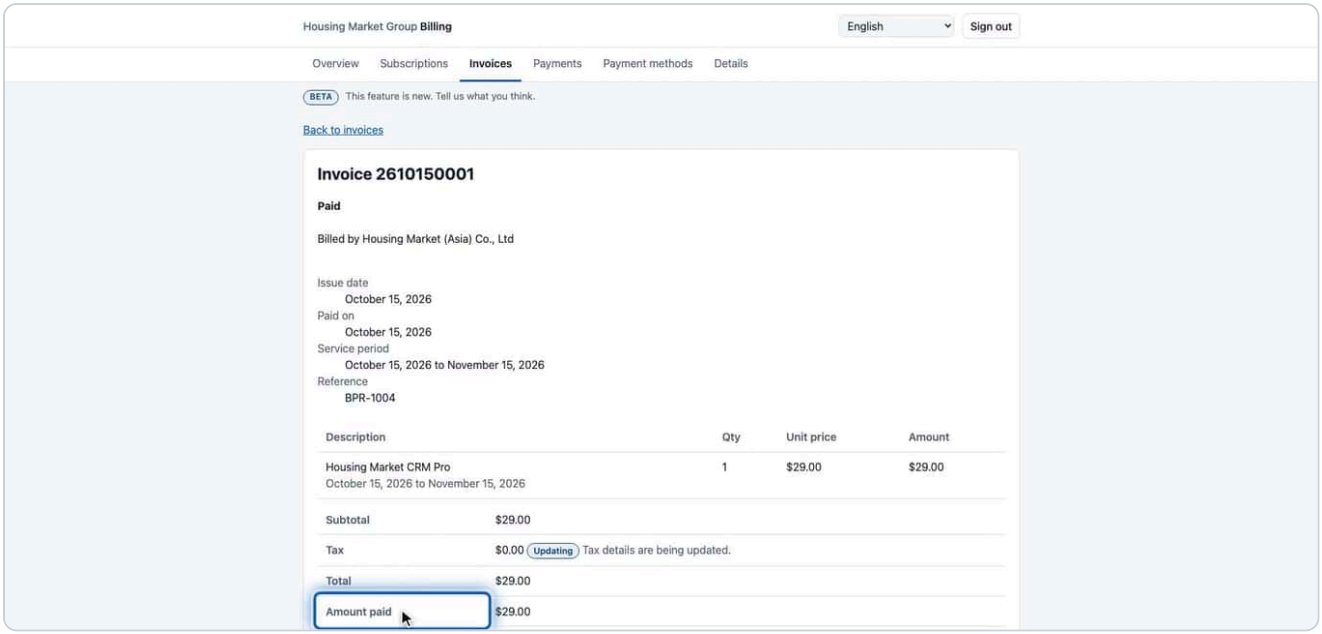


Figure 2.8 · Screen recorded 29 October 2026

9 **Download PDF** saves a copy for your accounts.

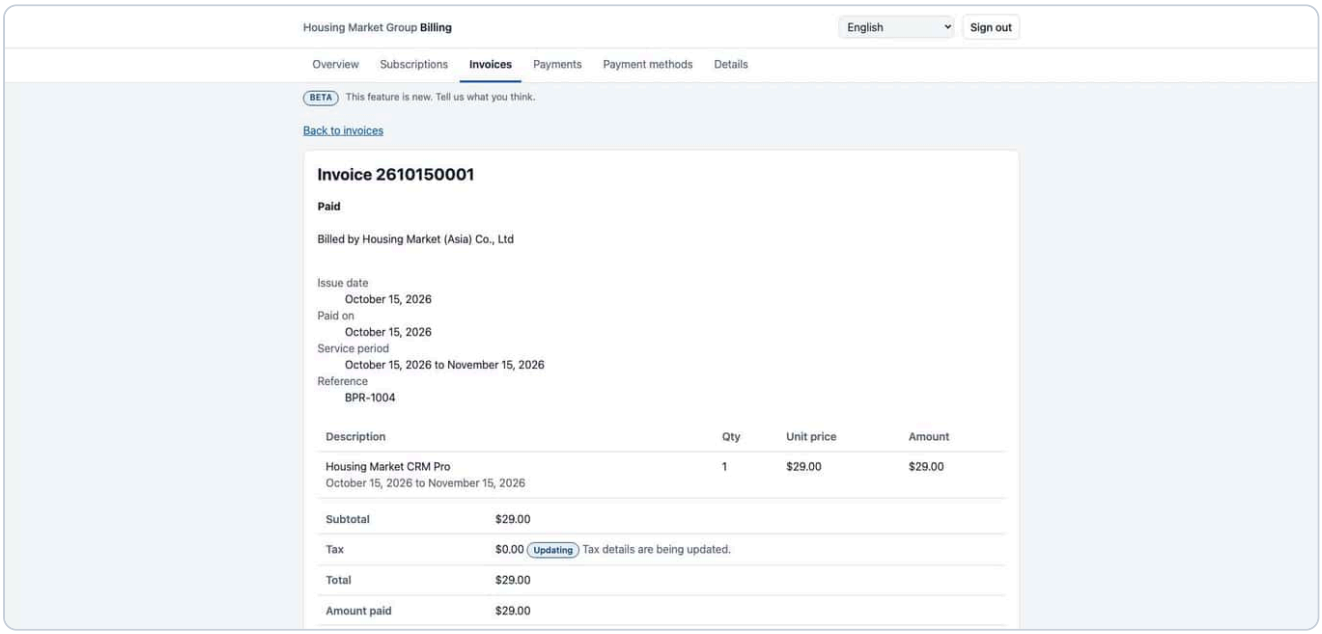


Figure 2.9 · Screen recorded 29 October 2026

10 Click **Payments** for your payment history.

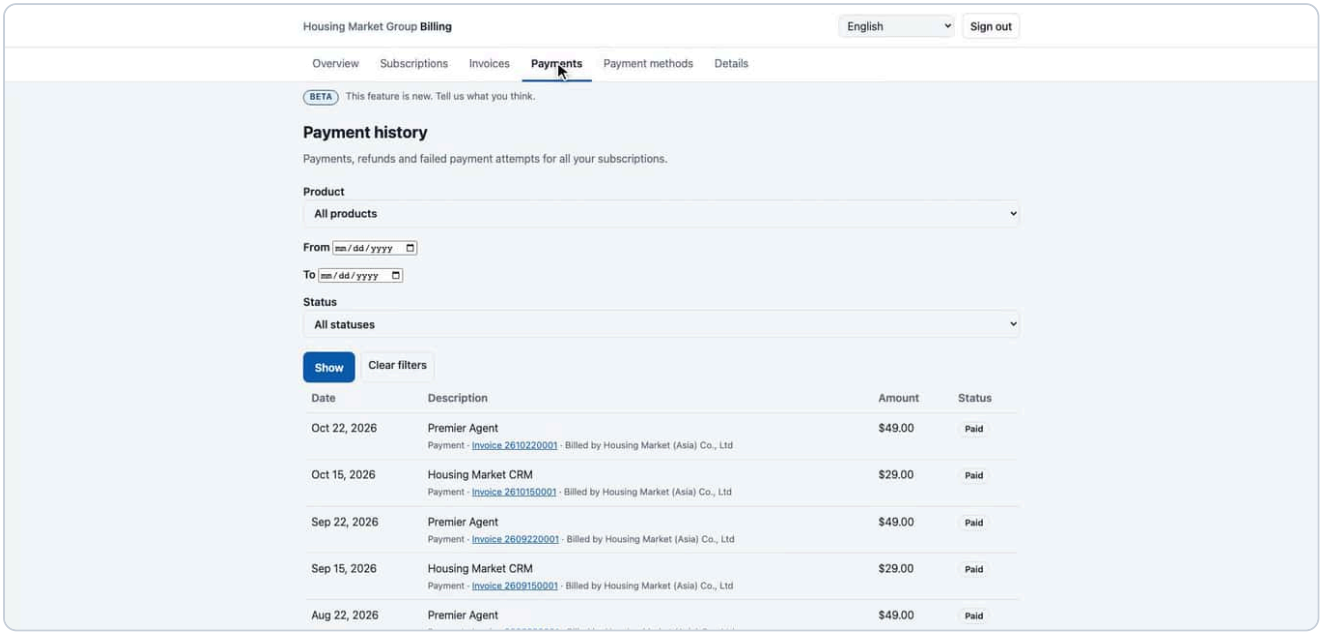


Figure 2.10 · Screen recorded 29 October 2026

11 Every **payment**, refund and failed attempt is listed here.

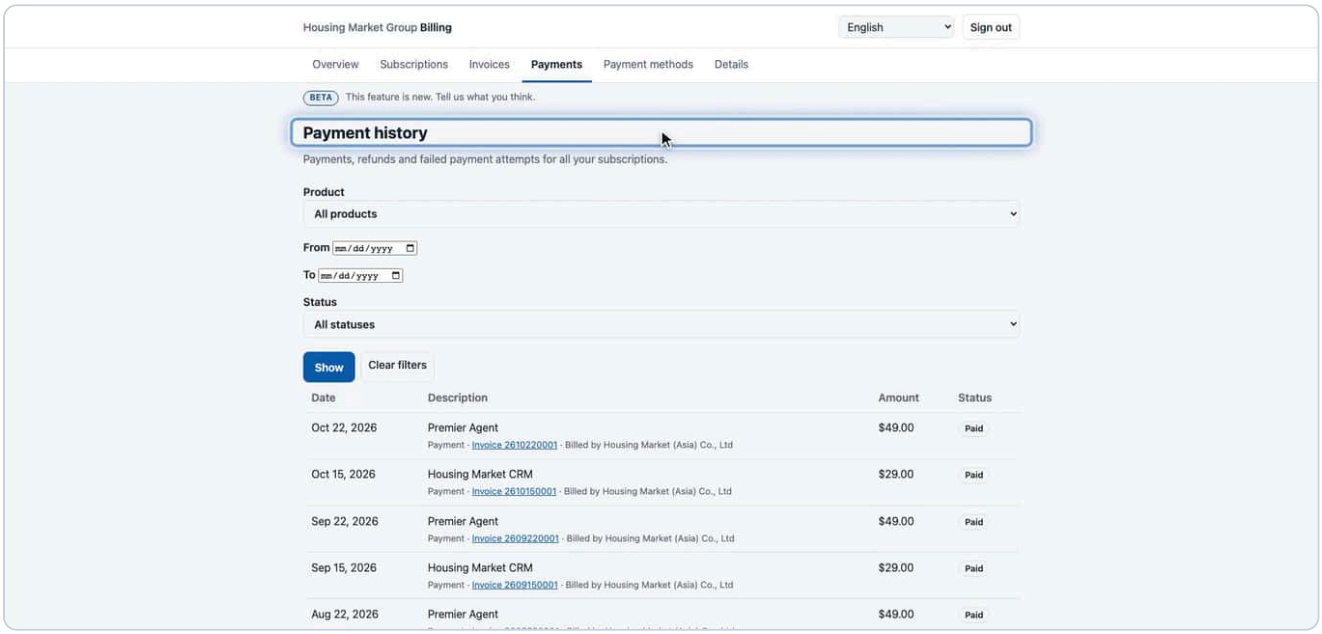


Figure 2.11 · Screen recorded 29 October 2026

12 Each row shows the **date**, **product**, **amount** and **status**.

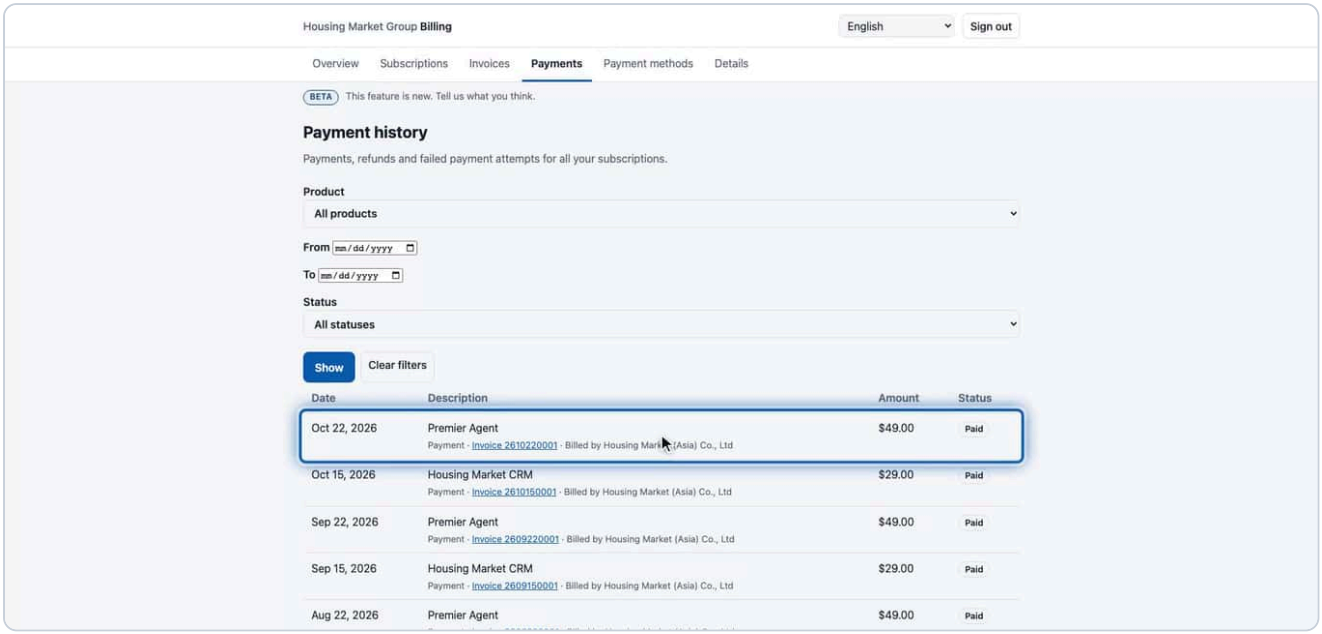


Figure 2.12 · Screen recorded 29 October 2026

13 The **invoice number** opens the invoice behind the payment.

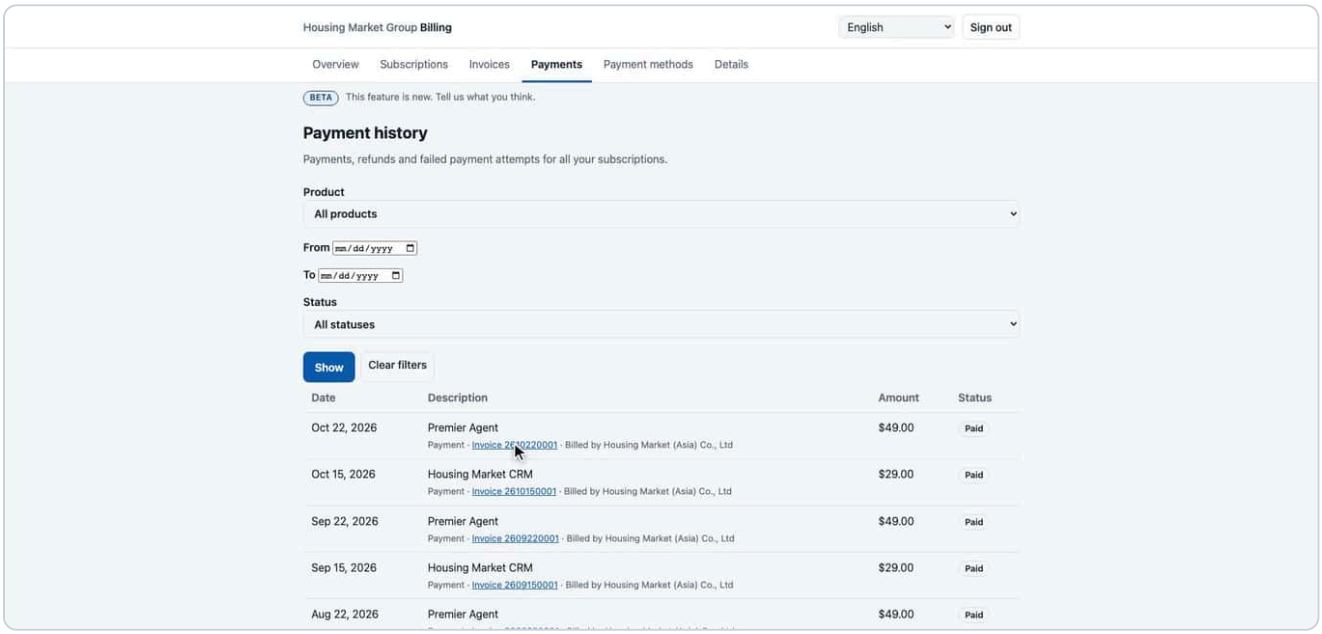


Figure 2.13 · Screen recorded 29 October 2026

GOOD TO KNOW

NOTE

One page at account.housingmarketgroup.com that shows your subscriptions, invoices and payments for every Housing Market product. Open it with the Billing link in your product, or sign in there directly.

Help Center: What is the Housing Market billing page, and how do I open it?

PART 3

Your details

3 Billing details and payment methods

4 If you use a Housing Market portal

3 CHAPTER 3

Billing details and payment methods

All plans | For customers of any Housing Market product | Watch the video

TODO No Help Center article covers this task yet, so this chapter has no explanation of its own. Write the article, then map it in packages/handbooks/src/products/billing.ts. Adding a payment method is marked Updating in the product (the video says so); no answer describes when it opens.

STEP BY STEP

1 Click **Details** in the Billing Center.

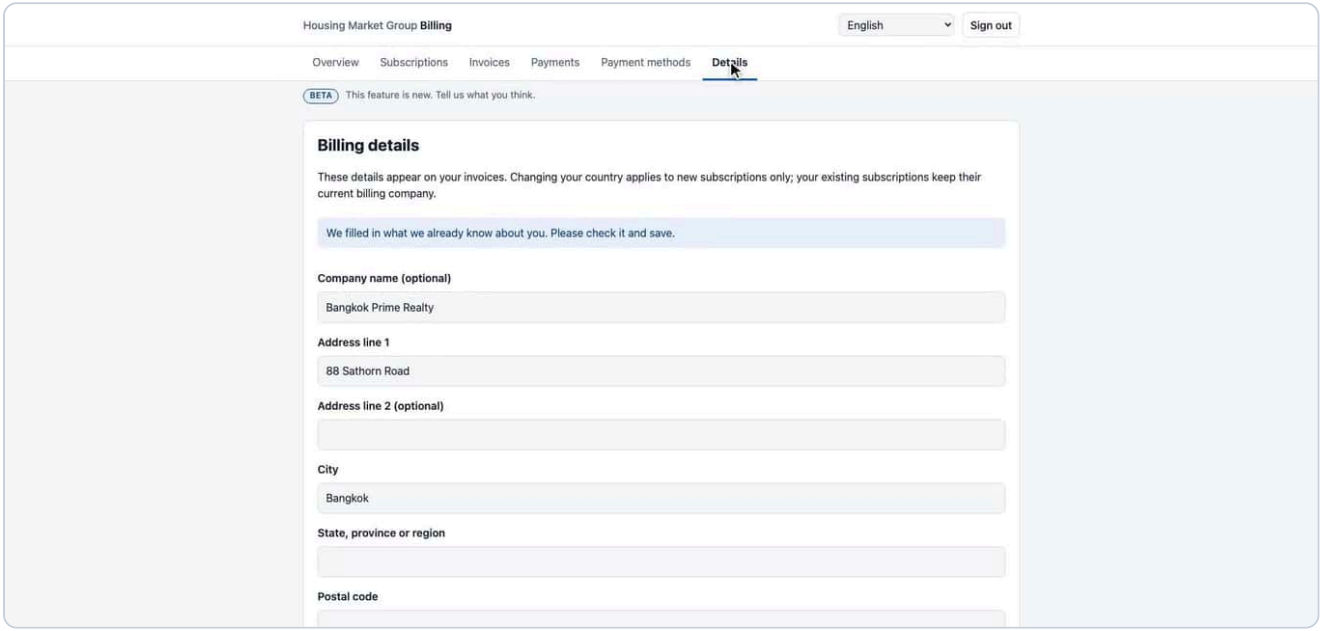


Figure 3.1 · Screen recorded 29 October 2026

2 These **billing details** appear on your invoices.

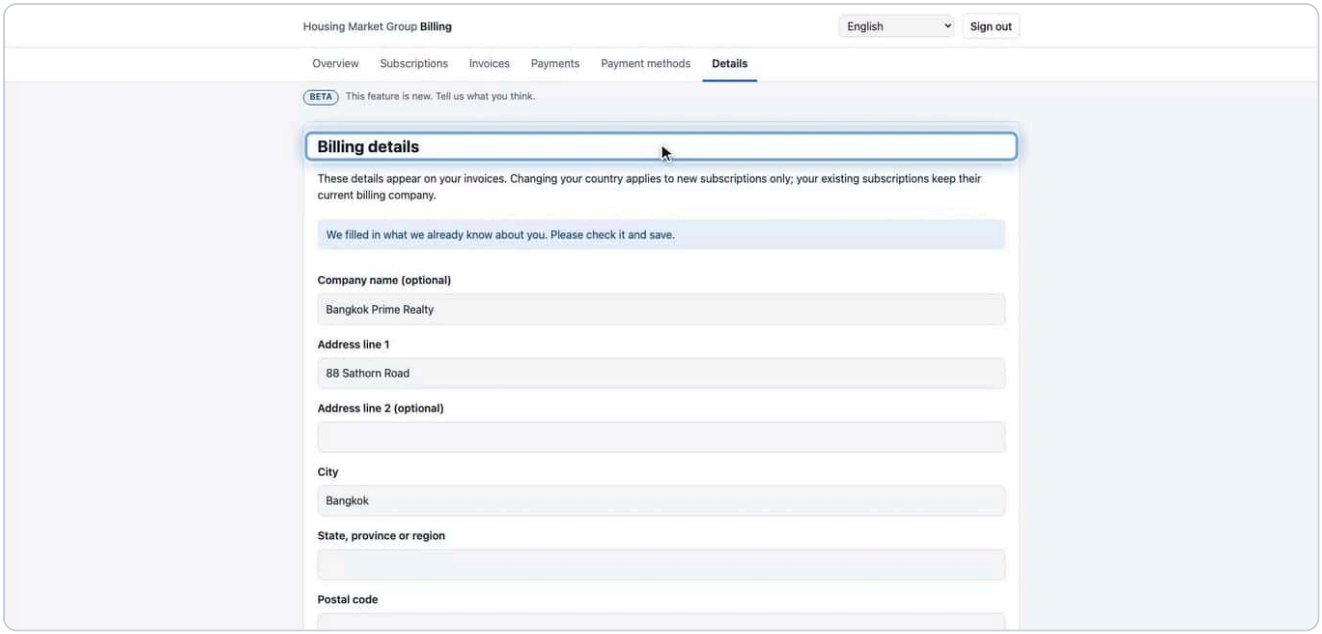


Figure 3.2 · Screen recorded 29 October 2026

3 Check your **company name** and your **address**. We filled in what we already know.

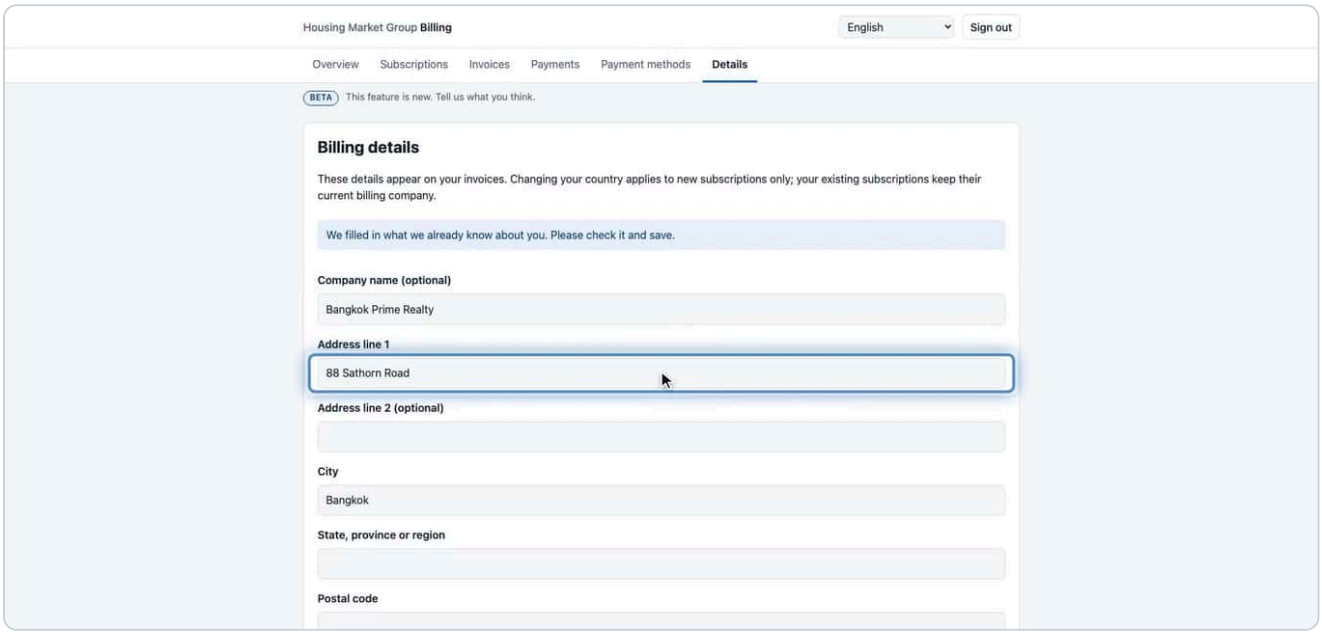


Figure 3.3 · Screen recorded 29 October 2026

4 Your **country** decides which Housing Market company bills **new** subscriptions.

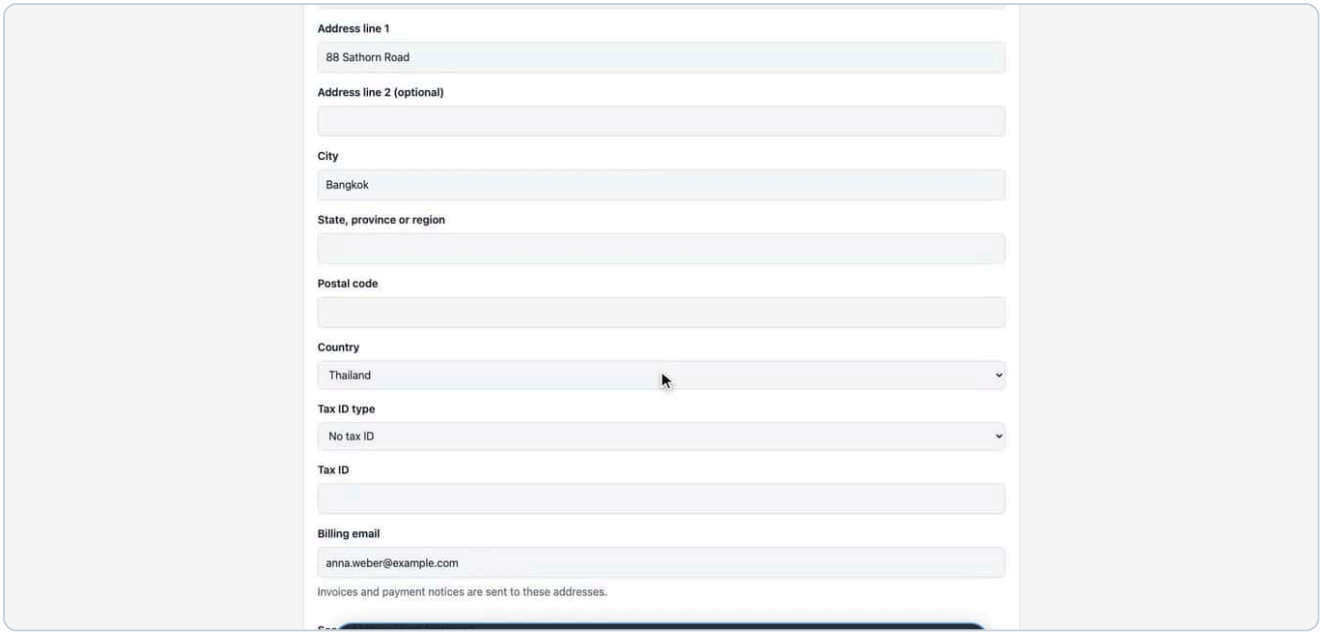


Figure 3.4 · Screen recorded 29 October 2026

5 Add your **tax ID** if you have one.

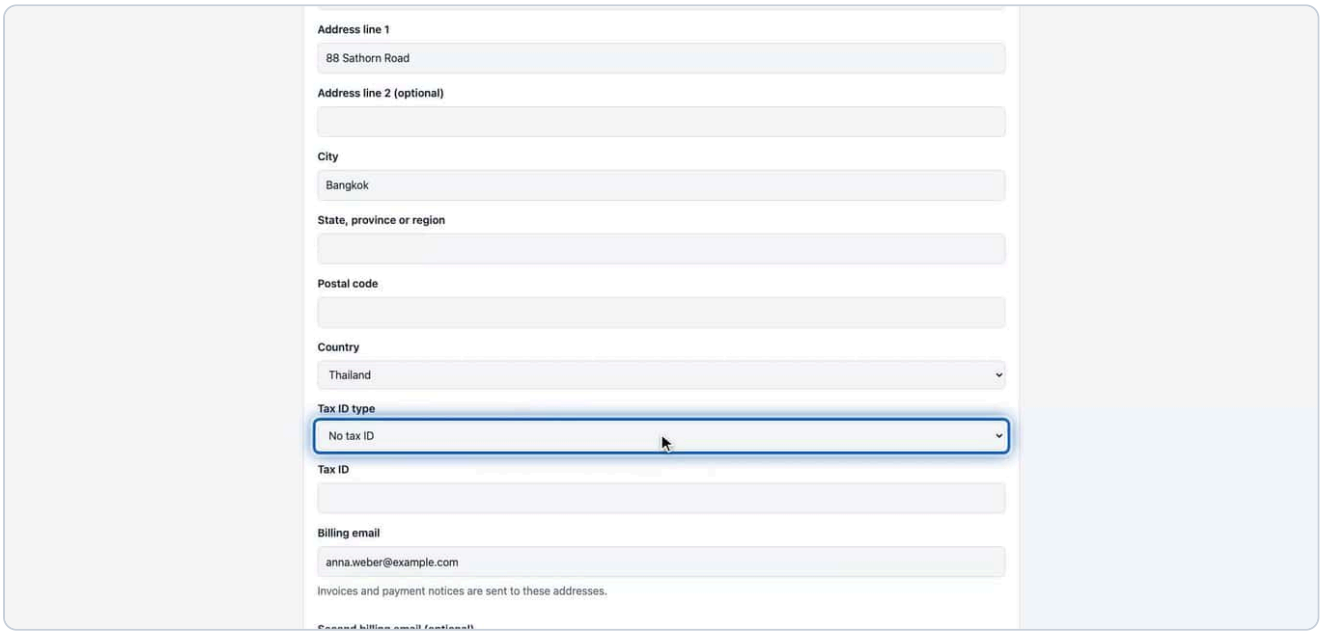


Figure 3.5 · Screen recorded 29 October 2026

6 Invoices and payment notices go to your **billing email**.

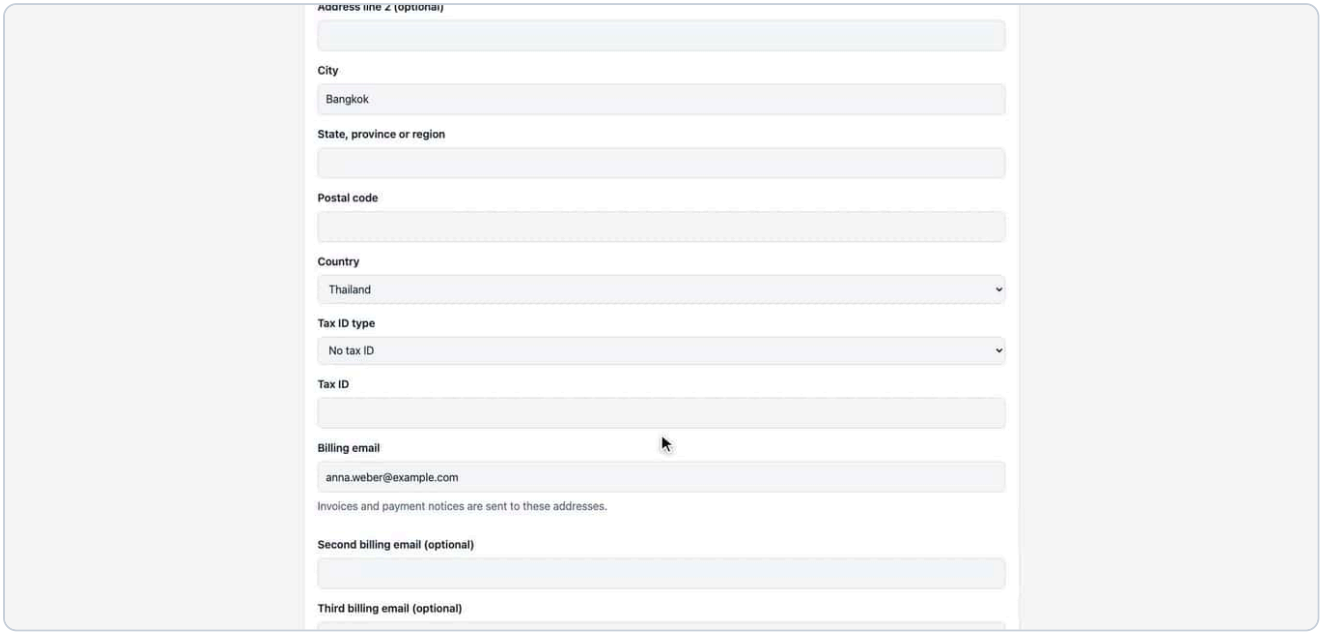


Figure 3.6 · Screen recorded 29 October 2026

7 Type any change, such as a **second address line**.

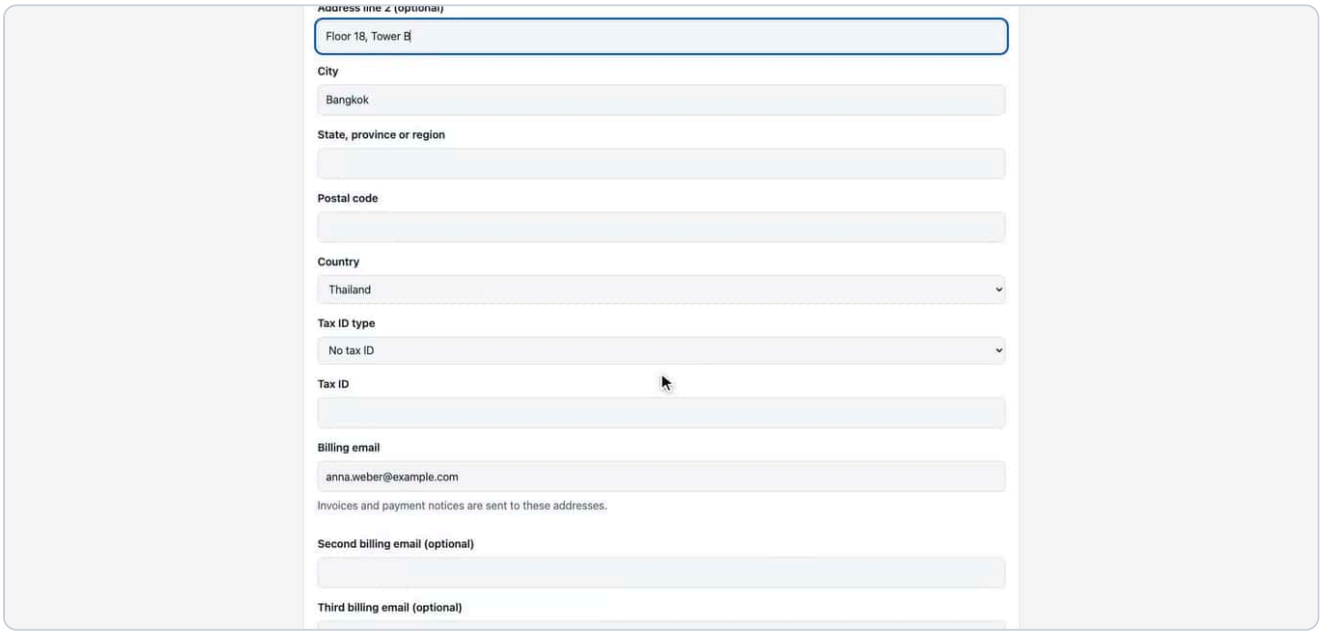


Figure 3.7 · Screen recorded 29 October 2026

8 Save details keeps your changes for your next invoice.

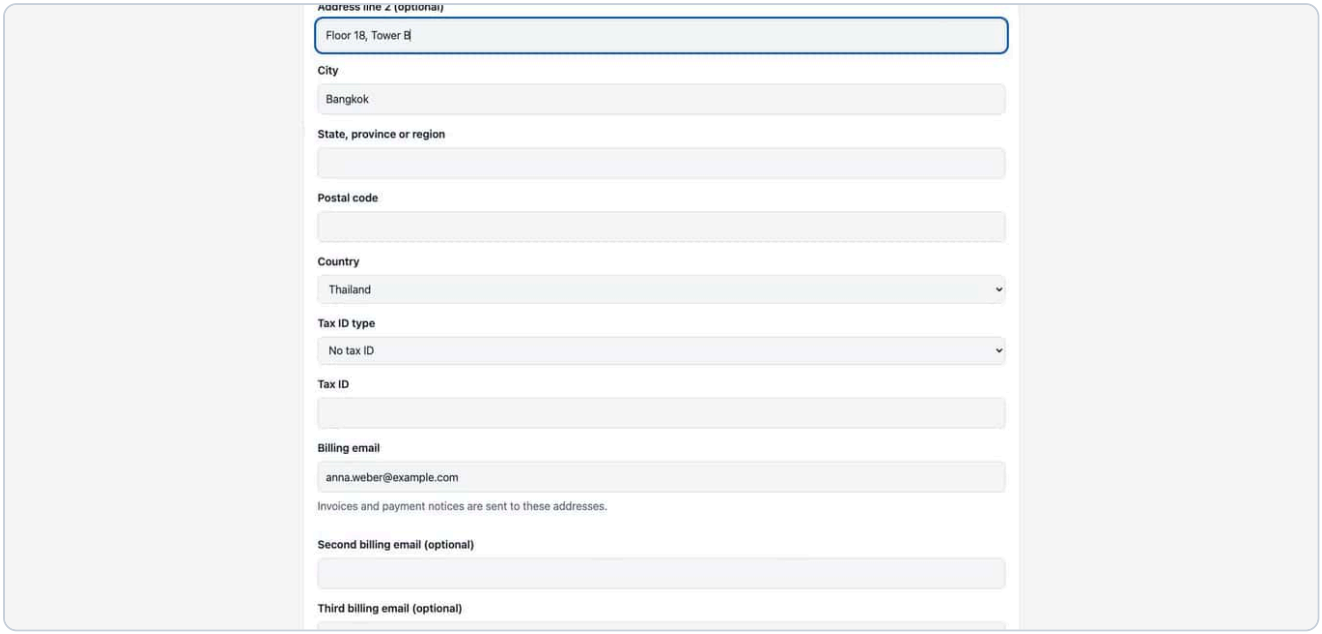


Figure 3.8 · Screen recorded 29 October 2026

9 Open Payment methods.

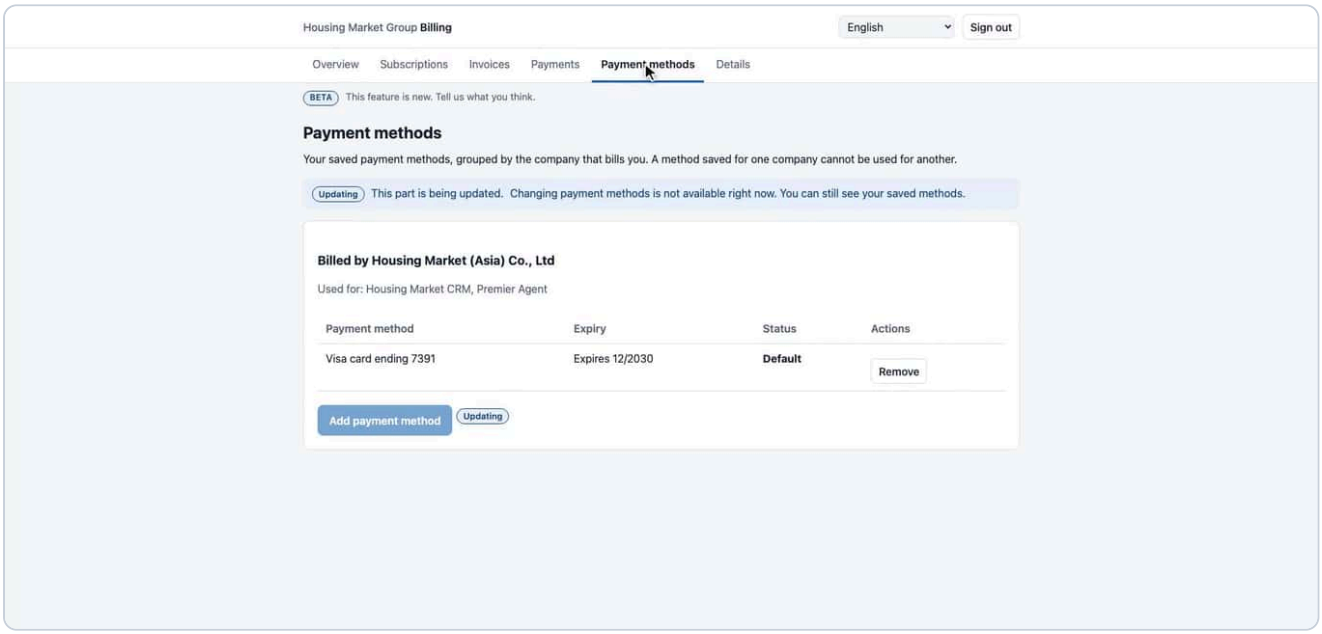


Figure 3.9 · Screen recorded 29 October 2026

10 Saved methods are grouped by the **company that bills you**.

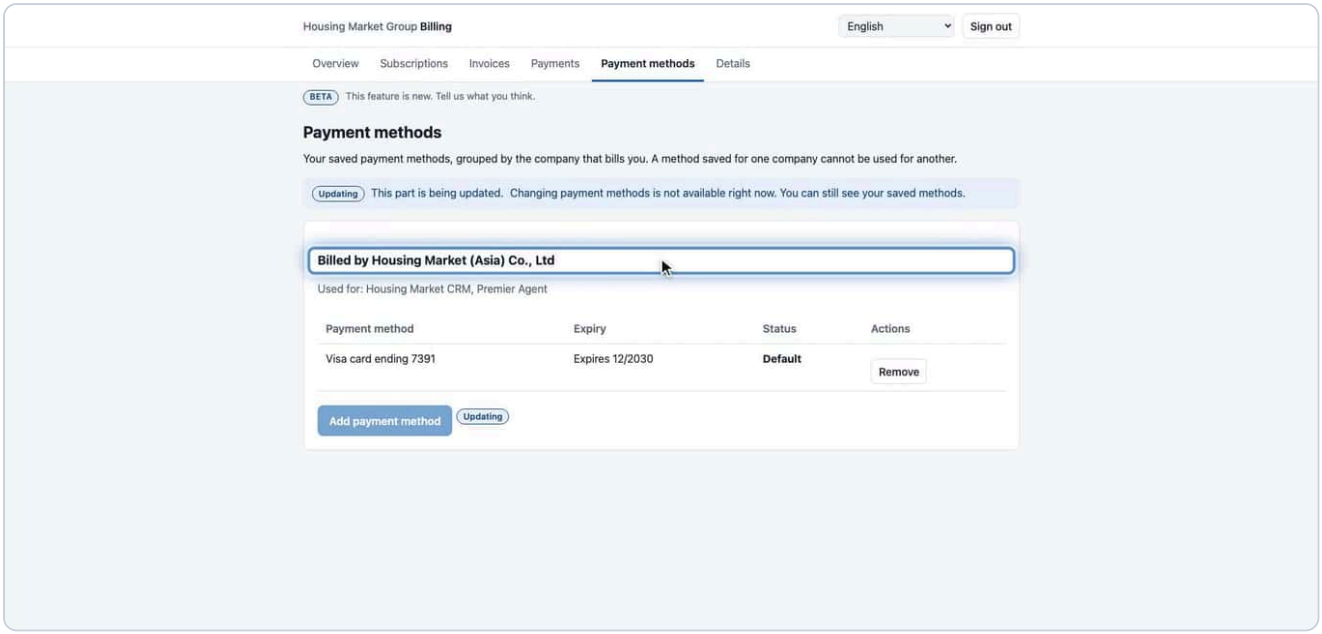


Figure 3.10 · Screen recorded 29 October 2026

11 Your **saved card** is listed with its **expiry** and which one is the **default**.

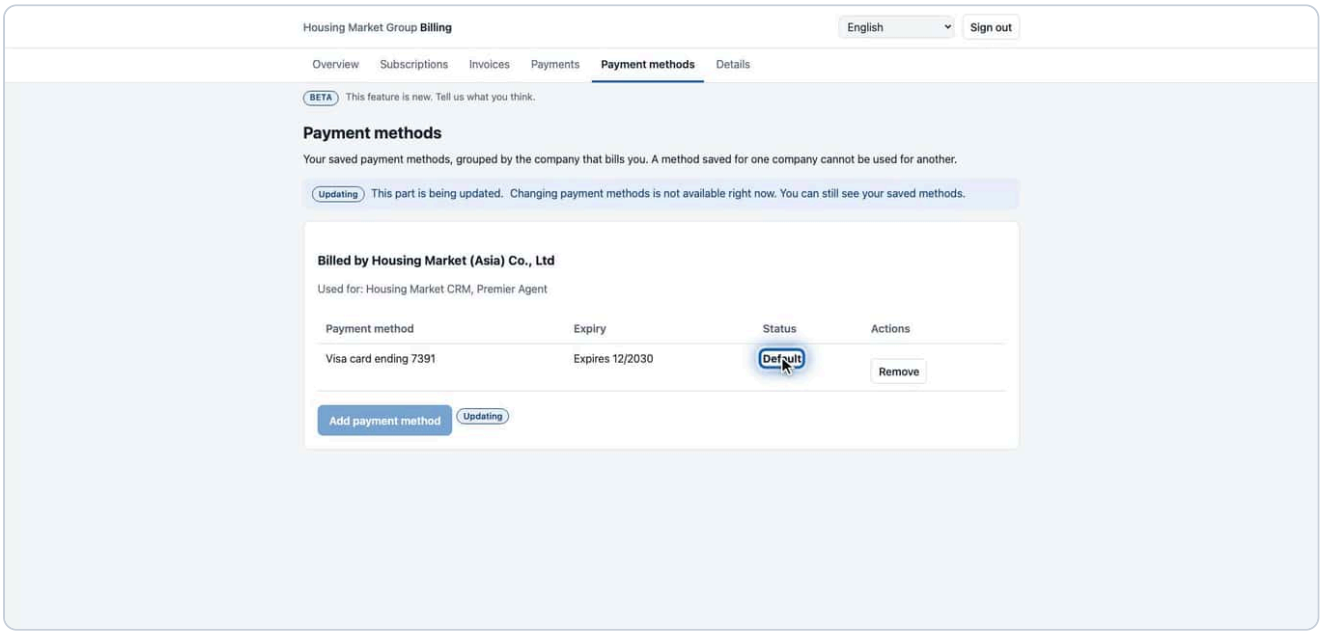


Figure 3.11 · Screen recorded 29 October 2026

12 **Add payment method** is marked **Updating**: it is not available yet.

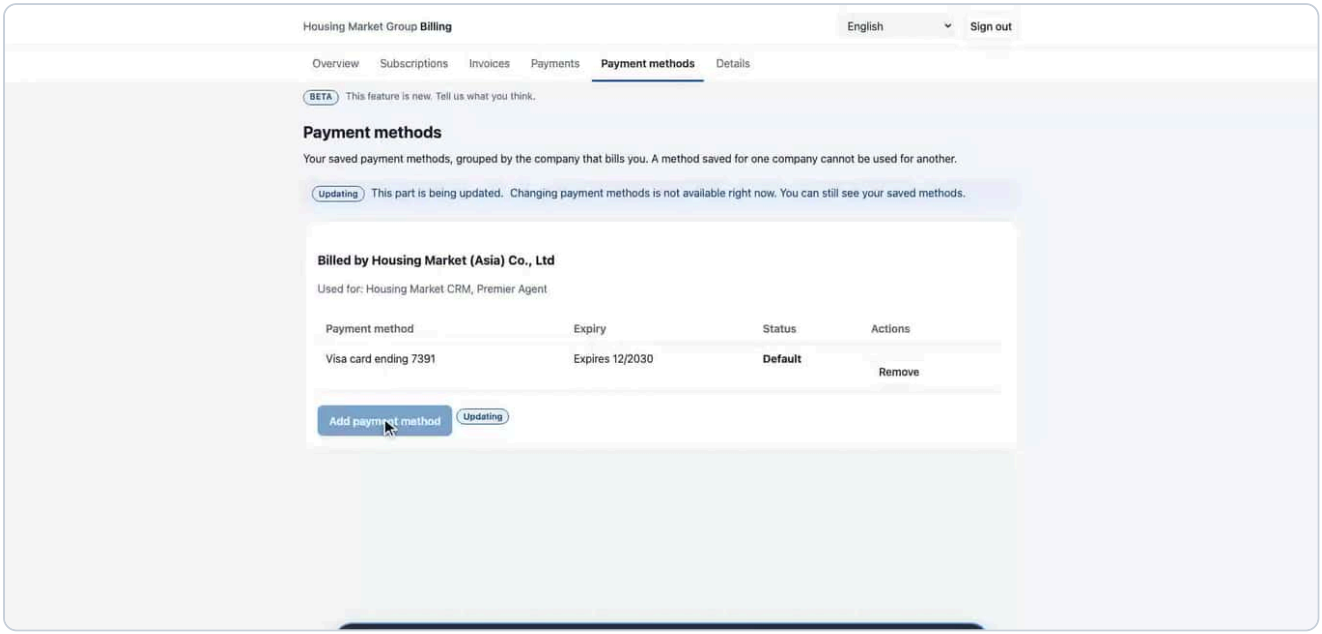


Figure 3.12 · Screen recorded 29 October 2026

GOOD TO KNOW

NOTE

One page at account.housingmarketgroup.com that shows your subscriptions, invoices and payments for every Housing Market product. Open it with the Billing link in your product, or sign in there directly.

Help Center: What is the Housing Market billing page, and how do I open it?

4 CHAPTER 4

If you use a Housing Market portal

All plans | For customers of any Housing Market product | Watch the video

TODO No Help Center article covers this task yet, so this chapter has no explanation of its own. Write the article, then map it in packages/handbooks/src/products/billing.ts. The Help Center has an answer for the Billing link in a portal account ("What is the Billing link in my portal account?", housing-market-crm.ts) but it is not in the billing category, so it is not quoted here.

STEP BY STEP

1 Open the **Billing Center** from your Housing Market **portal**.

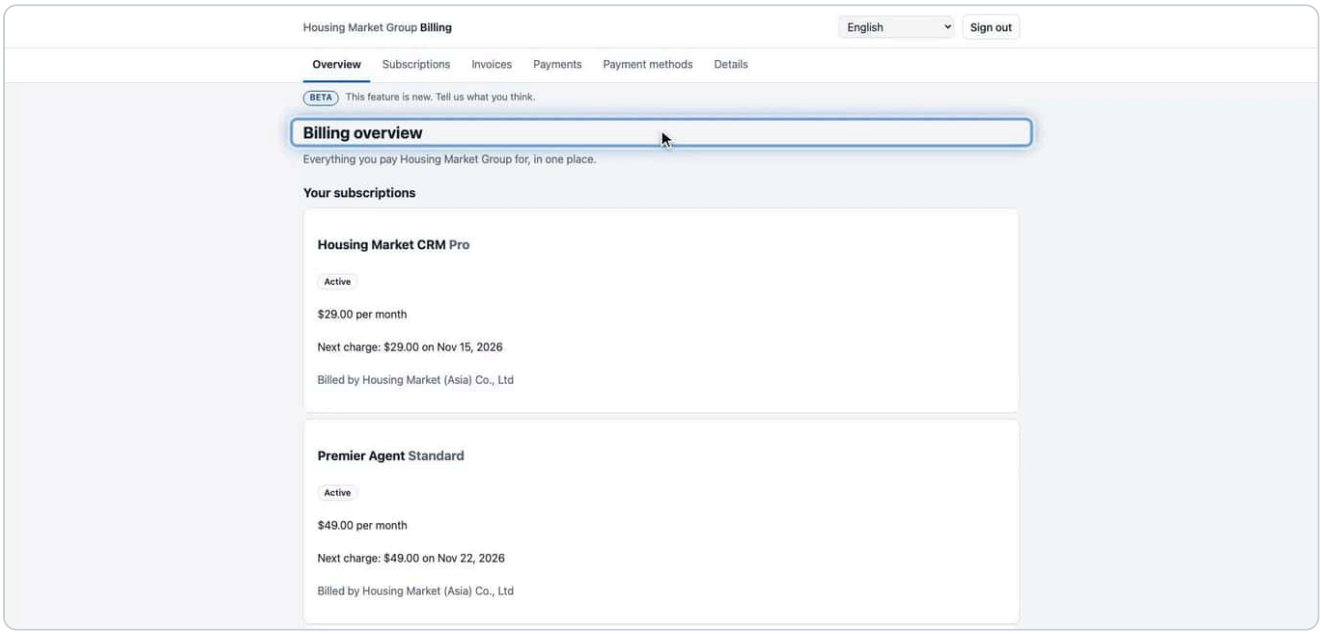


Figure 4.1 · Screen recorded 29 October 2026

2 You can **read** every subscription and its next charge.

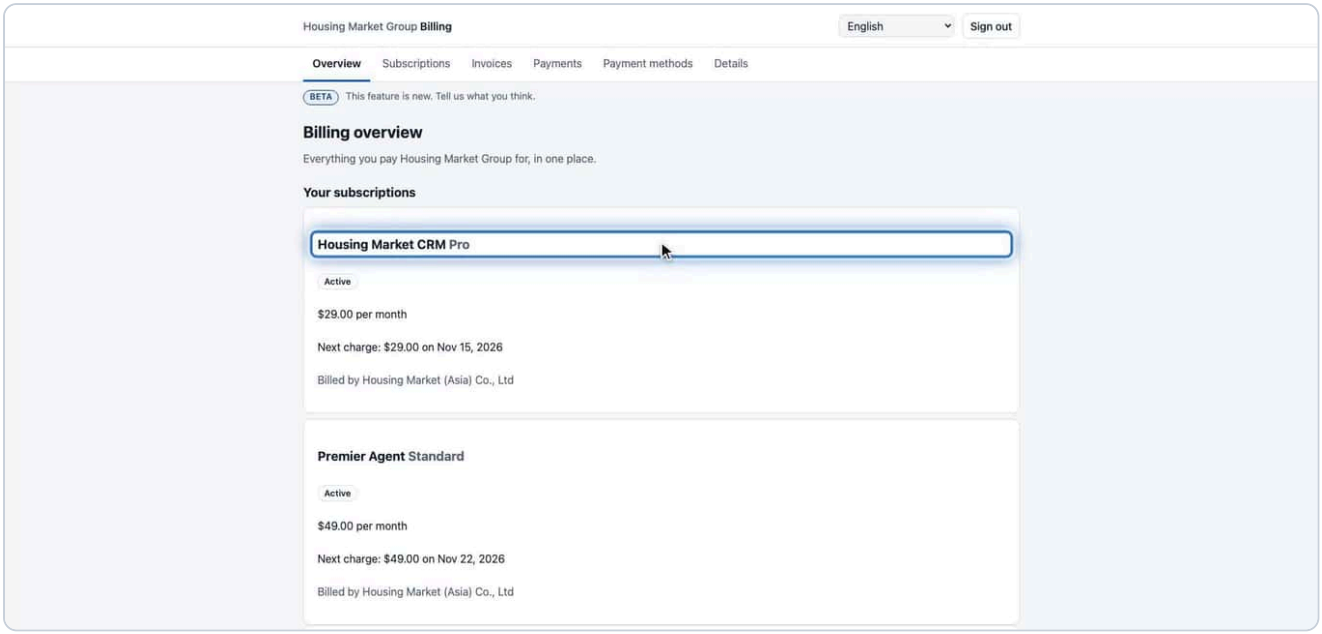


Figure 4.2 · Screen recorded 29 October 2026

3 Open **Subscriptions**, then **Manage**.

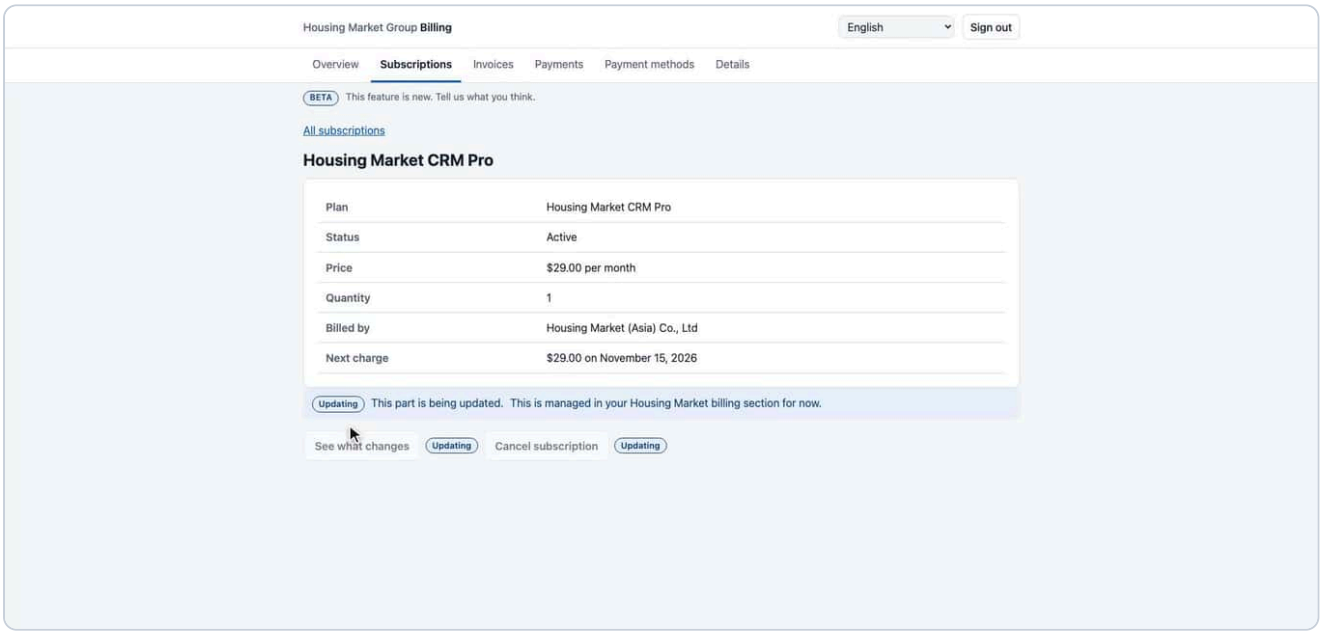


Figure 4.3 · Screen recorded 29 October 2026

4 The notice says: this is **managed in your Housing Market billing section** for now.

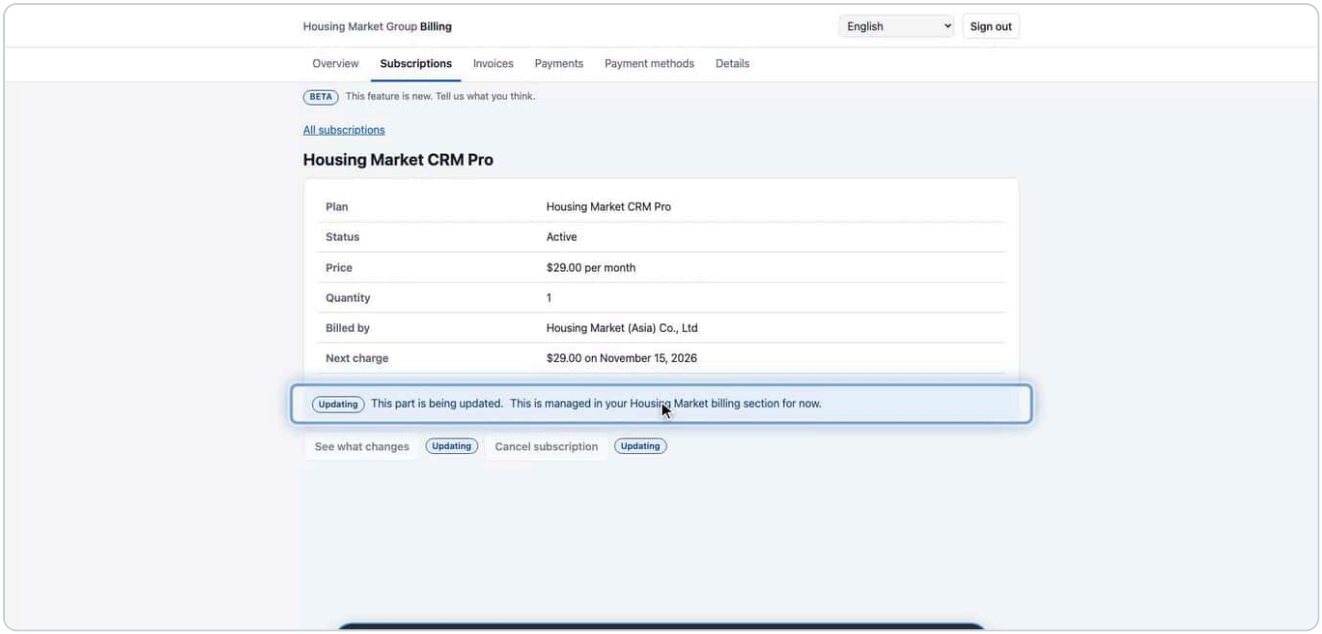


Figure 4.4 · Screen recorded 29 October 2026

5 So the change and cancel buttons are **drawn disabled**, marked **Updating**.

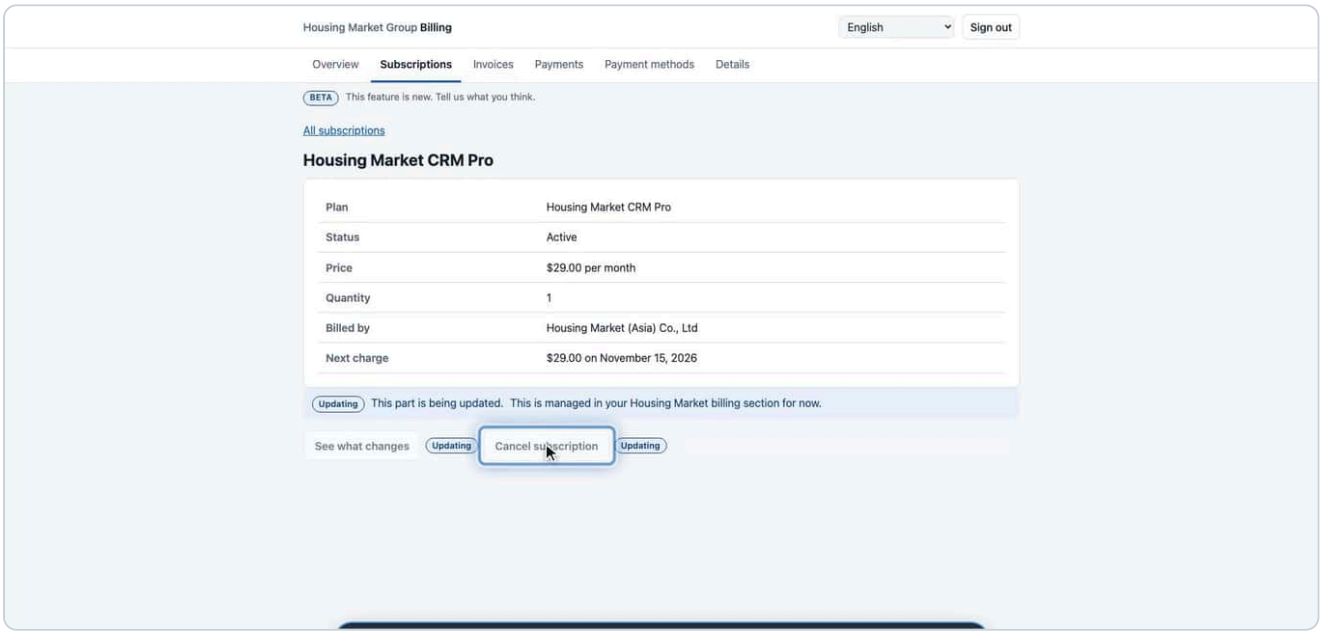


Figure 4.5 · Screen recorded 29 October 2026

6 Your **billing details** are shown for reading and **Save details** is disabled while changes are managed in the portal.

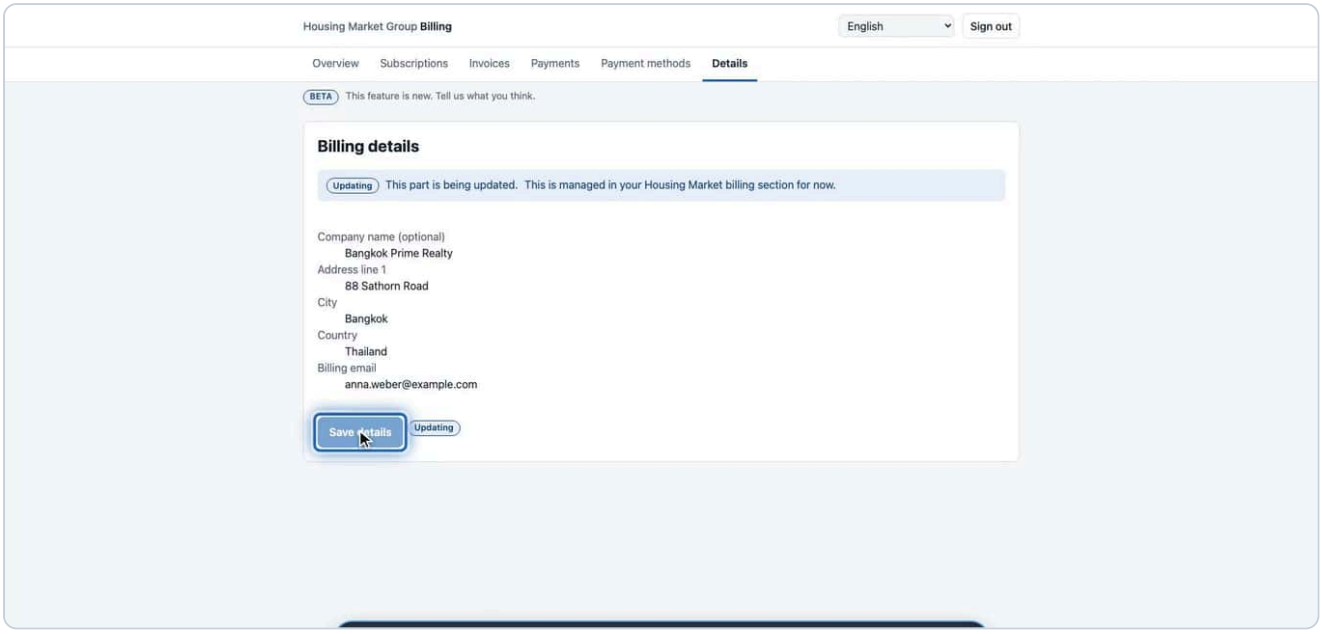


Figure 4.6 · Screen recorded 29 October 2026

7 The same goes for **payment methods**.

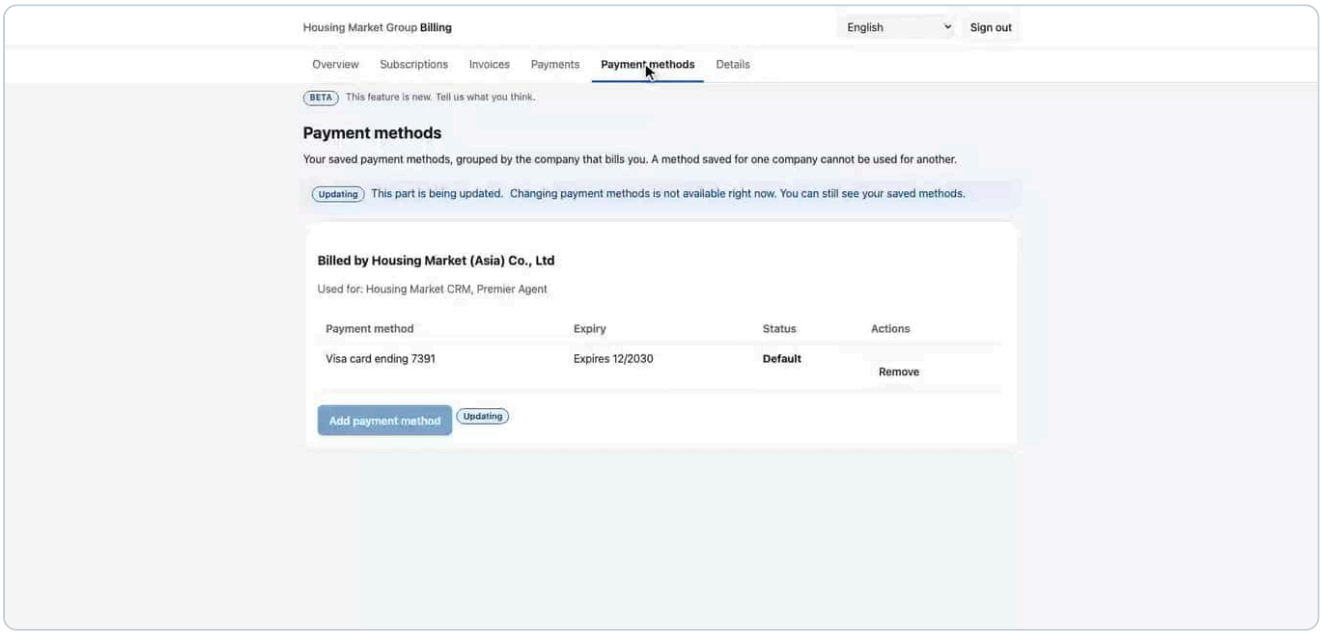


Figure 4.7 · Screen recorded 29 October 2026

8 You can see your saved card but not add or remove one here yet.

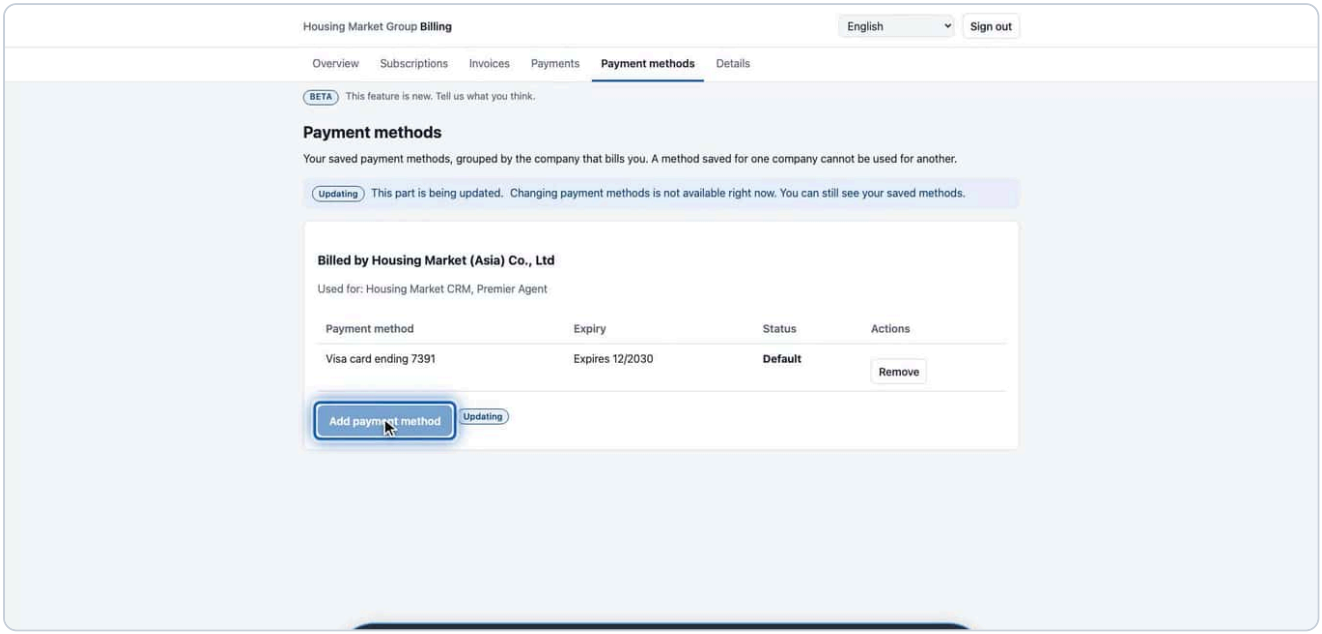


Figure 4.8 · Screen recorded 29 October 2026

9 Invoices work as usual including Download PDF.

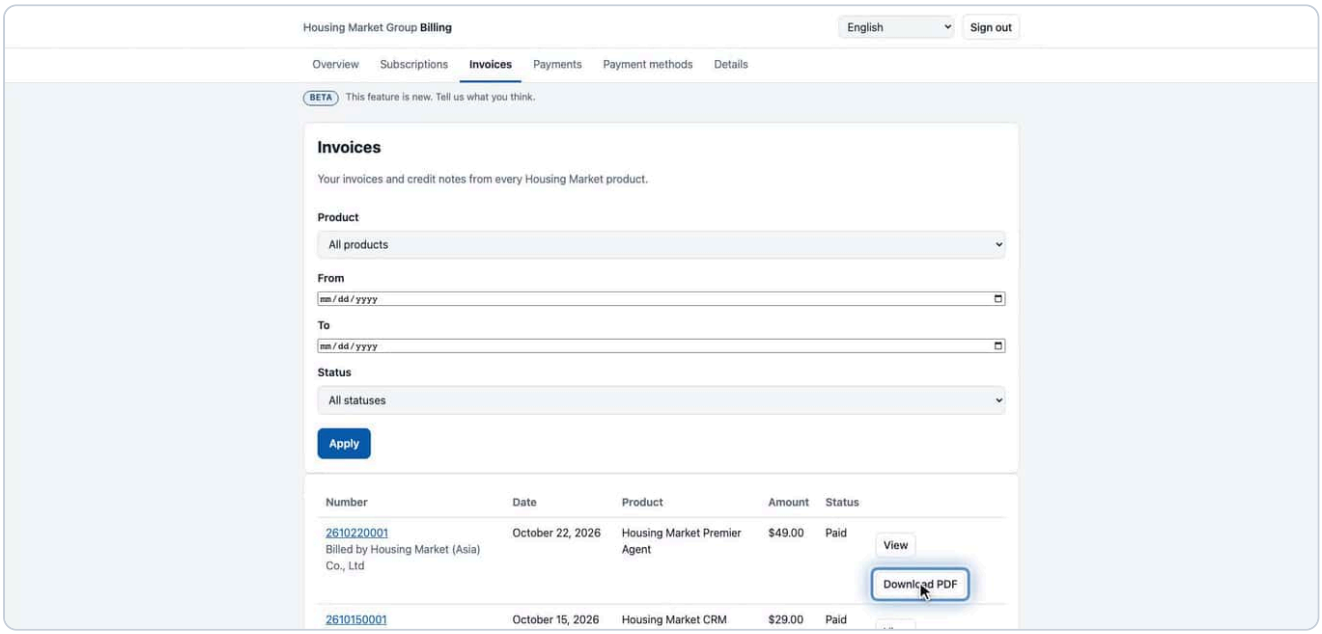


Figure 4.9 · Screen recorded 29 October 2026

10 And so does your **payment history**.

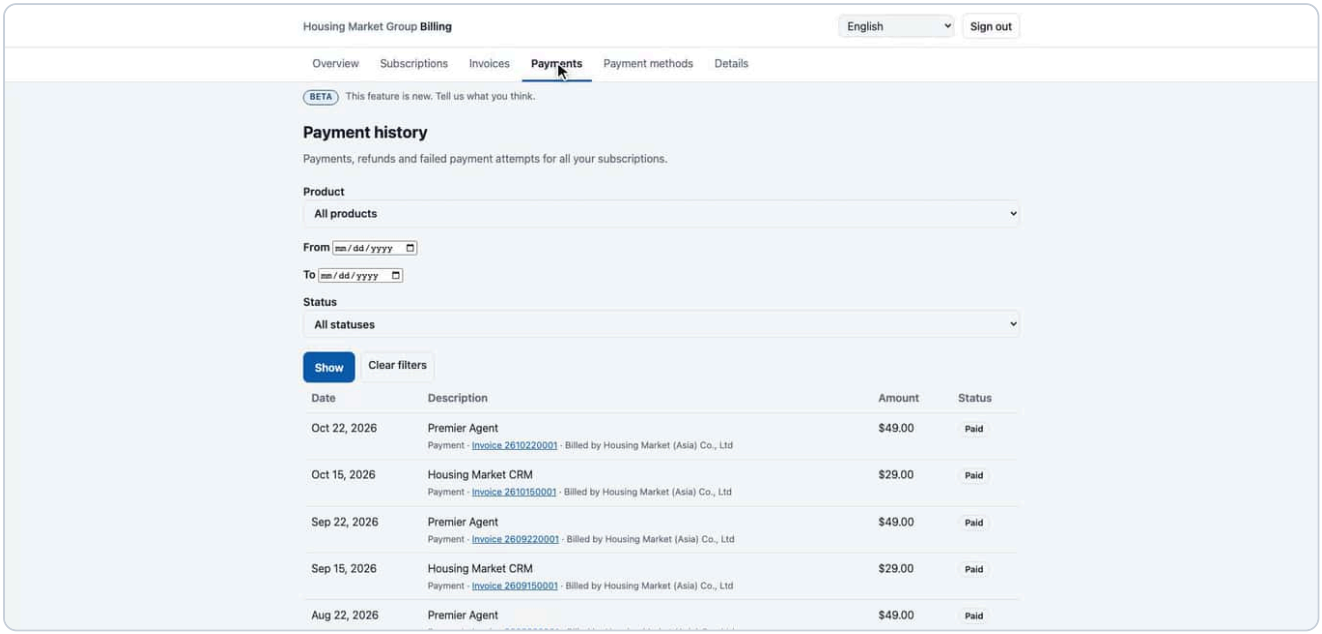


Figure 4.10 · Screen recorded 29 October 2026

11 Read every payment, with its date, amount and status.

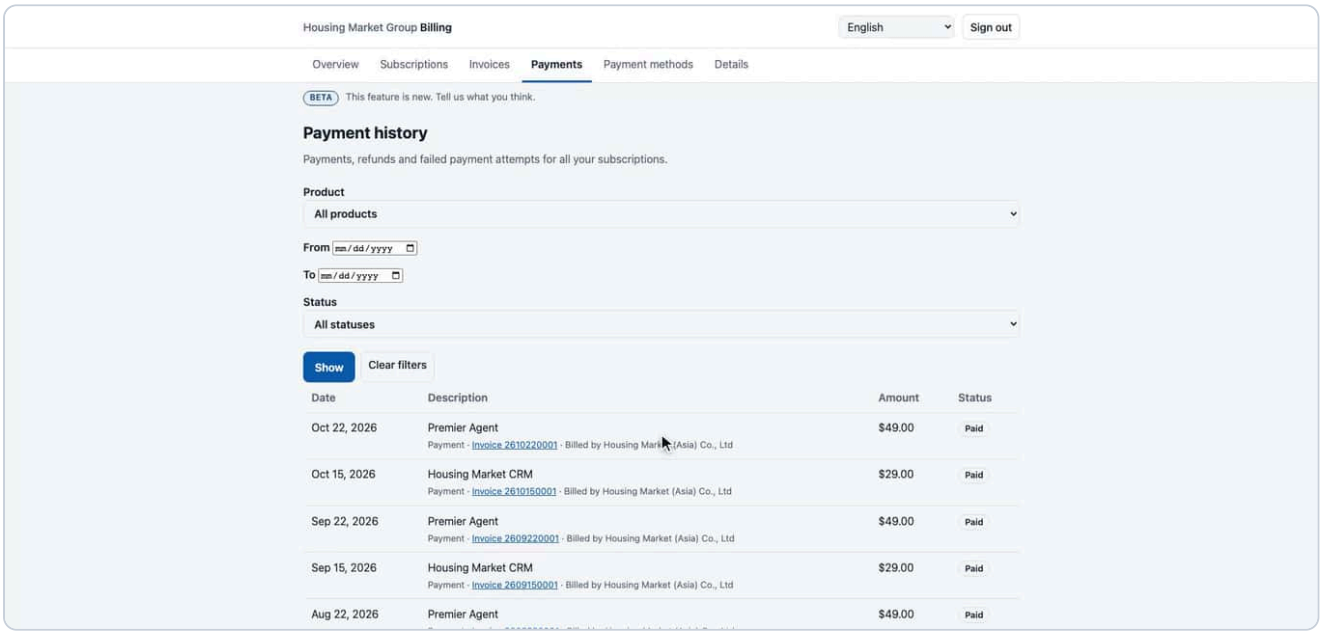


Figure 4.11 · Screen recorded 29 October 2026

GOOD TO KNOW

NOTE

One page at account.housingmarketgroup.com that shows your subscriptions, invoices and payments for every Housing Market product. Open it with the Billing link in your product, or sign in there directly.

Help Center: What is the Housing Market billing page, and how do I open it?

RELATED HELP CENTER ARTICLES

How do I sign in to the billing page, and what if I forgot my password?	faq.housingmarketgroup.com/faq/how-do-i-sign-in-to-the-housing-market-billing-page

Need more help?

Every chapter of this handbook is also a short video, and every explanation in it comes from the Help Center.

HELP CENTER	faq.housingmarketgroup.com Answers about every Housing Market Group product
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Screens shown were recorded up to 29 October 2026; your screen may differ slightly after later releases.

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