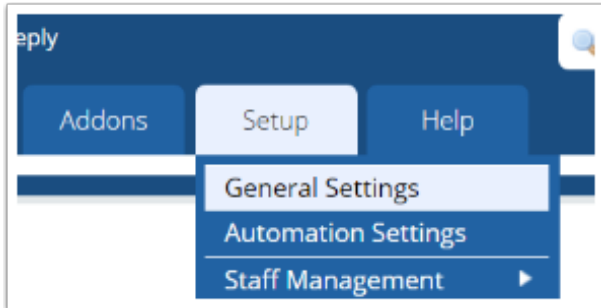


# Change the Pay To address on invoices

To change the Pay To Address which is displayed on invoices, follow these steps:

Navigate to Setup > General Settings > General tab



Change the *Pay To Text* area to the new address

Logo URL	<input type="text" value="//v71.test.whmcs.rocks/whmcs/assets/img/logo.png"/> <small>Enter your logo URL to display in email messages or leave</small>
Pay To Text	<div>123 Test Street, Test Town Testville T12 4CB</div> <div><small>This text is displayed on the invoice as the Pay To details</small></div>
ICS System URL	<input type="text" value="http://v71.test.whmcs.rocks/whmcs/"/>

Click *Save Changes*