How to Find TechSoup Subscription Renewal Information
Information such as subscription renewal term date, activation date, and payment information can be accessed via one of the following methods.

Cloud Manager will show all subscriptions and licenses obtained through TechSoup, including any licenses that may in future include support fees.

Microsoft Admin Center will show all subscriptions and licenses obtained from TechSoup and other providers, such as Microsoft Direct.

Via TechSoup Cloud Manager

Via the Microsoft Admin Center
Option 1: TechSoup Cloud Manager
Log in to TechSoup Cloud Manager.
Or copy and paste this URL into your browser address bar: https://www.techsoup.org/Login?LoginView=CSP&ReturnUrl=/csp-thanks-for-logging-in
Choose **Subscriptions** in the icon menu on the left. These are the subscriptions obtained through TechSoup.

If these subscriptions include Office 365 E1 (donation), Microsoft 365 Business Basic, or Microsoft 365 Business Premium (10-seat donation), these subscriptions will include support fees upon term renewal on or after January 4, 2023.
3 Select a subscription.
View subscription renewal information such as **Next Invoice date**, **Activation date**, and **Price Protection date** — your rate is normally guaranteed for one year after the activation date.
Option 2: Microsoft Admin Center
1. Log in to your organization's **Microsoft Admin Center**. Access credentials are generally in the format name@organizationname.onmicrosoft.com and a password.

2. Choose **Billing**, select **Your products** in the menu on the left, and select a **subscription**.
3 View subscription renewal details such as the Renew On date, Initial Purchase date, and Billing Frequency (monthly or annually).
SERVICES

We have services that range from license activation, migration, security assessment, and setting up multi-factor authentication to a full Office 365 Complete Setup that will help you get up and running.

You can reach us via one of the following methods:

- Via phone 1-800-659-3579. Monday through Friday from 7 a.m. to 12 p.m. Pacific time.
- Create a support ticket: https://page.techsoup.org/office-365-support-services

TRAINING

We offer training courses for nonprofit staff and volunteers on how to use Microsoft applications such as Teams, Excel, PowerPoint, Word, SharePoint, and many other applications.

Start learning: https://techsoup.course.tc/catalog?type=microsoft-digital-skills-center

COMMUNITY

Be a part of our community!


How Can TechSoup Help You?