

# How To Do Billing For Multiple Mailboxes

## Summary

This article entails the procedure of how to do billing for multiple mailboxes.

## Applies To

MachPanel all versions

## Solution

You can do billing for multiple mailboxes with the help of add-on features of MachPanel. This can be done by following the steps given below:

### Step 1: Create Mailbox as an Add-on

In order to create mailbox as an add-on

Navigate to: **Service Plans >> Exchange Hosting Products**

**Click Edit on sixth step Click Create New Add-on.**

### Step 2: Sell Mailbox as an Add-on Through Offline Order

To sell mailbox as an add on through offline order

Navigate To: **Home >> Client Manager >> Offline Order Click Add-on**

After This Select Package Type: Microsoft Exchange 2007.

Then select your exchange package and select Add-on you want to sell.

MachPanel Knowledgebase

<https://kb.machsol.com/Knowledgebase/50083/How-To-Do-Billing-For-Multiple-M...>