

## Replenishing Periodic Accounts

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A periodic account is an account into which volume is periodically added to the subscriber's account. The periodic quota is tracked in the periodic account.

To replenish subscriber periodic accounts:

1. On the administrator portal, scroll to the Top-up Periodic Accounts area.
2. In the Increase periodic account balance to box, enter the value to which the customer's account should be replenished.
3. In the For customers with login IDs box, enter the login IDs of the subscribers whose accounts you wish to replenish.
4. (Optional) In the Optional description box, enter a summary of your action, which will appear in the subscriber accounts.
5. Click **Top-up**.

- Related Topics**
- Purchasing a Periodic Account
  - Suspending a Periodic Account
  - Viewing Information About the Account
  - Viewing Subscriber Accounts

