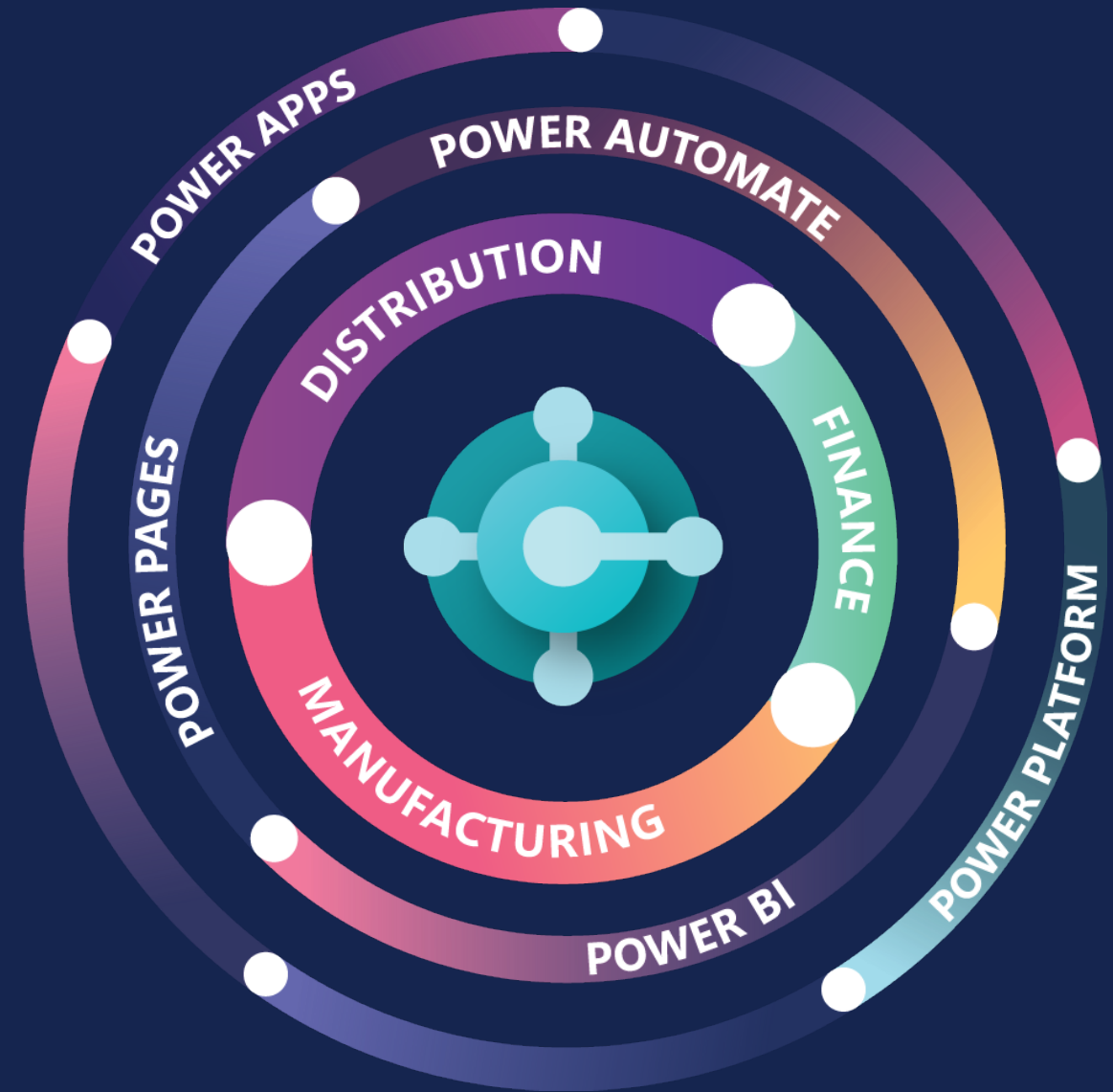


BUSINESS CENTRAL connect

Recurring Billing Made Easy



18th & 19th NOVEMBER 2025



Subscription & Recurring Billing in Business Central

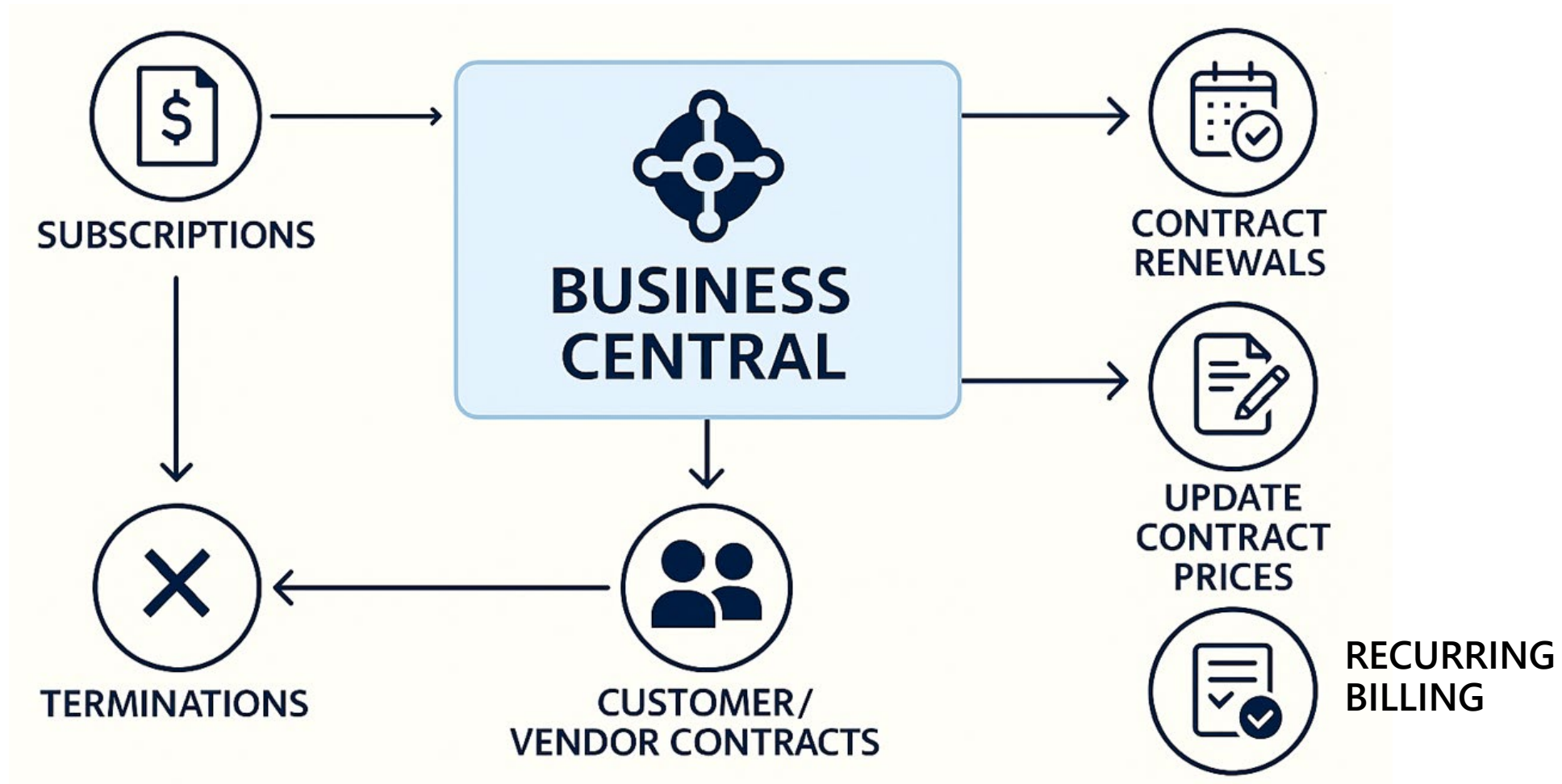
An Overview of the Key Features

What we'll cover

1. Subscriptions
2. Customer/Vendor Contracts
3. Recurring Billing
4. Usage Based Billing
5. Update Prices
6. Renew/Terminate Contracts
7. Summary



Subscriptions & Recurring Billing flow





Subscriptions

Subscriptions

Subscriptions: All ▾



+ New



Delete

More options

No.		Type	Source No. ↑	Description	Quantity	Customer N
<u>1</u>	⋮	Item	ASP0001	/29 External Connected IP (8 total, 5 useable)	1.00	Aspire
2		Item	ASP0002	Leased Line 500 Mbps (1000 Mbps bearer) -...	1.00	Aspire
3		Item	ASP0003	SoGEA 80/20 - CV32 4RA	1.00	Aspire
4		Item	ASP0004	ADSL Data Connection -Unit 1a-1b Blackbu...	1.00	Aspire 2
5		Item	ASP0005	FTTP Data 115/20 - 111 Altcar Rd L37 8DL	1.00	Aspire 2
6		Item	ASP0006	FTTP Data 115/20 - 12 Smiths Equipment Hi...	1.00	Aspire 2
7		Item	ASP0007	Leased Line 100 Mbps (100 Mbps bearer) - ...	1.00	Aspire 2

Subscriptions

Subscription



✓ Saved



1 · /29 External Connected IP (8 total, 5 useable)

Assign Subscription Lines Update Subscription Line Dates Update Exchange Rates Attributes More options

General

Show more

No.	1	...	Version	
Type	Item	▼	Serial No.	
Source No.	ASP0001	▼	Provision Start Date	19/12/2019
Description	/29 External Connected IP (8 total, 5 useable)		Provision End Date	
Quantity	1.00		Archived Subscription Lines exist ...	No
Unit of Measure	PCS	▼	Planned Subscription Lines exist ...	Yes
Customer Reference	IMAGINAT			

End User >

Shipping and Billing >

Subscription Lines

- Subscription Dates & Next Billing Date
- Calculation and Amount to bill
- Billing Period and Rhythm
- Invoicing Via

Subscription Lines												
 New Line  Dimensions  Disconnect from Subscription  Usage Data  Usage Data Metadata  Delete Line												
Descripti...	Subscription Line Start Date	Subscription Line End Date	Next Billing Date	Calculation Base Amount	Calcul... Base %	Price	Amount	Billing Base Period	Billi... Rhy...	Invoicing via	Partner	
→ Monthly ⋮	08/04/2024	07/04/2026	08/06/2025	100.00	100	100.00	100.00	1M	1M	Subscription Contr...	Customer	

Item – Subscription Option

Prices & Sales

Show more

Unit Price	100.00
Profit %	0.00
Sales Prices & Discou... .	Create New...
Sales Unit of Measure . .	PCS

Subscription Option . . .	Subscription Item
Sales Blocked	No Subscription
Reverse Charge Applies .	Sales with Subscription
	Subscription Item
	Invoicing Item

Subscription Options

Subscription Option	Typical Use Case	Example	Billing Behavior	Item Type	Automatic Creation
No Subscription	One-off tangible or service sale	Selling a coffee machine	Standard SO/SI — no recurring billing	Inventory or Service	✗ No – standard item sale
Sales with Subscription	Product sale that triggers an ongoing service contract	Selling a printer that includes a monthly maintenance plan	Sale of the main item automatically creates a subscription service	Inventory (main item)	✓ Yes – subscription created when item is sold
Subscription Item	Pure subscription — billed periodically, no physical delivery	Selling a Business Central Cloud License (£X/month)	Item is billed only through recurring billing (subscription contract), not through shipment	Non-Inventory or Service	✓ Yes – item itself is managed as a subscription
Invoicing Item	Separate item used purely to bill recurring charges tied to another product	Billing filter rental for a water dispenser sold earlier	Used as the billing code for recurring invoices; not a physical or delivered item	Non-Inventory	✗ No – supports billing for another item

Subscription Package

Item Subscription Packages

✓ Saved  

 ✓  

 New  Edit List  Delete  Show all or single package(s) ...

Code ↑	Description	Standard	Price Group
→ <u>SERVPACK1</u> ...	⋮ Service Pack 1	☒	<u>SERVPACK1</u>

Lines		 New Line	 Delete Line							
Partner	Template	Description	Invoicing via	Invo... Item No.	Calculation Base Type	Calculation Base %	Billing Base Period	Billir Rhyt		
→ <u>Customer</u>	⋮ <u>MONTHLY</u>	Monthly	Subscripti...		Item Price	100	1M	1M		

New Subscriptions

Automatic from Sales

- Created on shipment
- Based on Item/Subscription Package
- Customer/Vendor from Order
- Order Delivery Address
- Define Billing period

Manually added

- Populate Fasttabs
 - General
 - End User
 - Shipping & Billing
- Assign Subscription Lines
- Define Billing Period

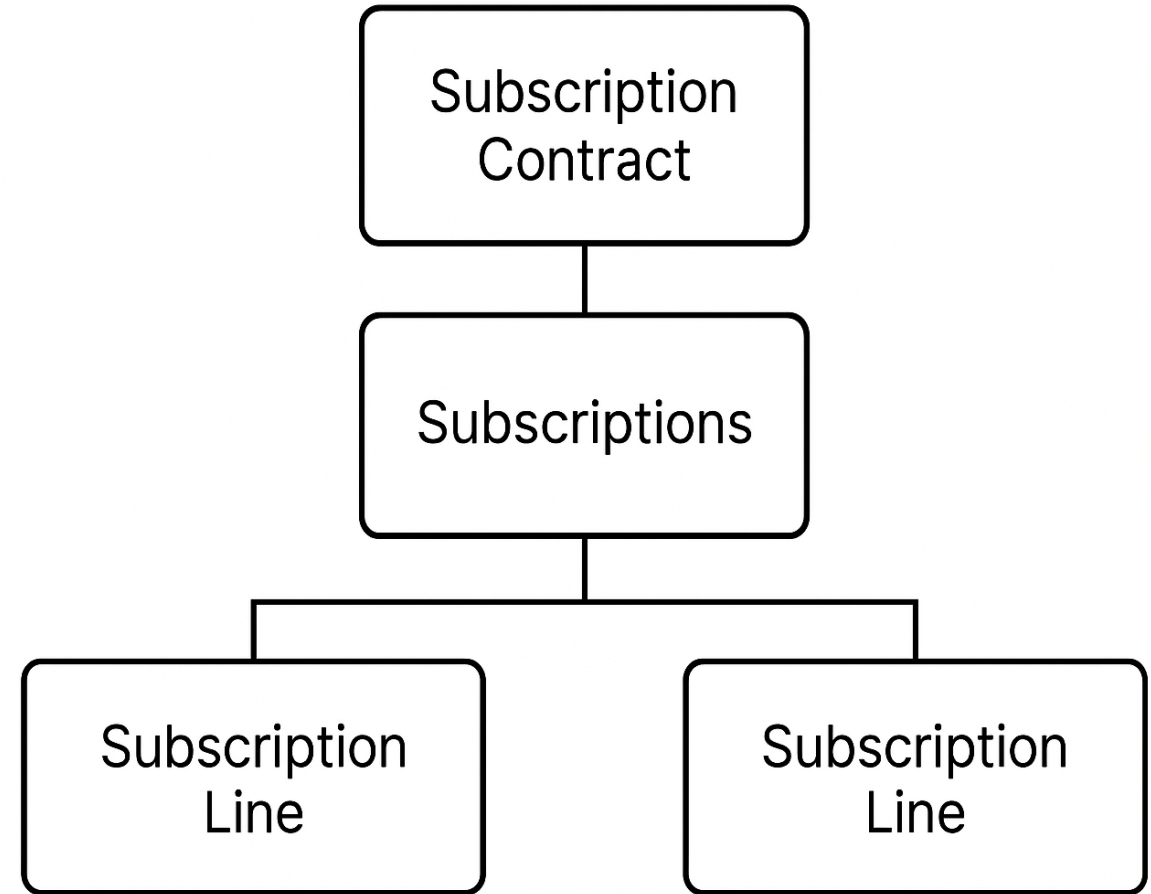


Customer/Vendor Contracts

Contracts

Represent an obligation; an agreement for recurring billing of Services or Items
Contractual

Group subscriptions to consolidate billing of multiple subscriptions



Subscription Contract

Customer Subscription Contract



2020/26730 · Aspire 2

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[Fewer options](#)



Get Subscription Lines



Update Exchange Rates



Extend Contract



Update Subscription Line Dates



Create Contract Invoice



Create Contract Renewal Quote

General

Customer Name

Aspire 2

Contact

Active



Contract Type

DATA

Description

Smiths Equipment Hire

Subscription Contract

Home [Navigate](#) Subscription Contract Print | More options

 Customer

 Sales Credit Memos

 Posted Sales Credit Memos

 Renewal Order

 Sales Invoices

 Posted Sales Invoices

 Renewal Quotes

Closed Lines >

Invoice Details >

Shipping and Billing >

Customer Subscription Contract Lines

Lines | Manage Contract Line



Dimensions Billing Lines Archived Billing Lines Usage Data Usage Data Metadata



Type	No.	Subscription Line Start Date	Next Billing Date	Subscription Description	Quantity	Calculation Base Amount	Calculation Base %	Price	Amount
→ Item	ASP0004	01/04/2024	01/05/2025	ADSL Data Connection...	1.00	42.10	100	42.10	42.10
Item	ASP0005	01/04/2024	01/05/2025	FTTP Data 115/20 - 11...	1.00	42.10	100	42.10	42.10
Item	ASP0006	01/04/2024	01/05/2025	FTTP Data 115/20 - 12 ...	1.00	42.10	100	42.10	42.10
Item	ASP0008	01/04/2024	01/05/2025	Leased Line 100/1000 ...	1.00	203.10	100	203.10	203.10
Item	ASP0010	01/04/2024	01/05/2025	SOGEA 80/20 - 144 Bi...	1.00	47.40	100	47.40	47.40
Item	ASP0011	01/04/2024	01/05/2025	SOGEA 80/20 - Presto...	1.00	42.10	100	42.10	42.10
Item	ASP0012	12/08/2022	01/05/2025	SOGEA 80/20 - 245 Fle...	1.00	40.00	100	40.00	40.00
Item	ASP0013	12/08/2022	01/05/2025	SOGEA 80/20 - 5 Bury ...	1.00	40.00	100	40.00	40.00
Item	ASP0014	12/08/2022	01/05/2025	SOGEA 80/20 - Liverno	1.00	40.00	100	40.00	40.00



Recurring Billing

Sales/Purchase Recurring Billing

Recurring Billing

✓ Saved



Filter

Billing Template

CUSTOMER ...

Billing to Date

Billing Date

31/05/2025

[➔ Create Billing Proposal](#) [📄 Create Documents](#) [📄 Usage Data](#) [🗑️ Clear Billing Proposal](#) [🗑️ Delete Documents](#) [📅 Change Billing To Date](#) ...

[🔗](#) [🔍](#)

⌵ Partner Name	Subscription Contract No.	Subscription Contract Description	Billing from	Billing to	Amount	Unit Cost (LCY)	Price	Quantity
> Aspire	2016/022698	Imaginate Creative Ltd	08/04/2024	07/06/2025	1,820.50			
⌵ Aspire 2	⋮ 2020/26730	Smiths Equipment Hire	01/05/2025	31/05/2025	665.20			
Aspire 2	2020/26730	Smiths Equipment Hire	01/05/2025	31/05/2025	42.10		42.10	1.00
Aspire 2	2020/26730	Smiths Equipment Hire	01/05/2025	31/05/2025	42.10		42.10	1.00
Aspire 2	2020/26730	Smiths Equipment Hire	01/05/2025	31/05/2025	42.10		42.10	1.00
Aspire 2	2020/26730	Smiths Equipment Hire	01/05/2025	31/05/2025	203.10		203.10	1.00
Aspire 2	2020/26730	Smiths Equipment Hire	01/05/2025	31/05/2025	47.40		47.40	1.00
Aspire 2	2020/26730	Smiths Equipment Hire	01/05/2025	31/05/2025	42.10		42.10	1.00

Sales/Purchase Recurring Billing

Create Billing Documents



Dates

Document Date 31/05/2025 

Post Document(s) ☒

Posting Date 31/05/2025 

Options

Document per Contract 

OK

Cancel

Sales/Purchase - Invoicing

Sales Invoice - 102229 · Aspire 2

Manage [Home](#) Prepare Print/Send Request Approval Invoice Page | More options

 Post |  Release |

Type	No.	Item Reference No.	Description	Quantity	Unit of Measure Code	Unit Price Excl. VAT
→ Comment	:		Contract No. 2020/26730			
Comment	*		Data			
Item	ASP0004		ADSL Data Connection -Unit 1a-...	1	PCS	42.10
Comment	*		ADSL Data Connection -Unit 1a-...			
Comment	*		Subscription period: 01/05/25 to...			
Comment	*		Serial No.: 01254697310			
Comment	*		Reference No.: SMITHS			
Item	ASP0005		FTTP Data 115/20 - 111 Altcar R...	1	PCS	42.10
Comment	*		FTTP Data 115/20 - 111 Altcar R...			
Comment	*		Subscription period: 01/05/25 to...			



Usage Based Billing

Usage Based Billing

Core Concepts

- Extension of Subscription Billing
- Actual Usage not a Fixed amount
- Flexible & Accurate Billing
- Usage Data Imported
- Auto Processing, Subscription and Contract Creation
- Contract Integration

Examples of Usage Based Billing

- Cloud Consumption
- Software Licenses
- Maintenance
- Managed Services
- Usage Based Computing

Usage Based Billing – Data Definition

Data Exchange Definition



✓ Saved

USAGEBASED



Import Data Exchange Definition



Export Data Exchange Definition

More options

General

Show more

Code	USAGEBASED
Name	Usage Based Billing
File Type	Variable Text
Type	Generic Import

File Type: Variable/Fixed

File Encoding	UTF-8
Column Separator	Semicolon
Custom Column Separator	
Type: Import	
Header Lines	1
Footer Tag	

Usage Based Billing – Data Definition

Column Definitions

 New Line

 Delete Line

[Get File Structure...](#)

Column No. ↑			Name	Data Type	Data Format	Data Formatting Culture	Length	Description
→	2	⋮	Customer ID	Text			0	
	3		Customer Name	Text			0	
	7		Subscription ID	Text			0	
	8		Product ID	Text			0	
	10		Product Name	Text			0	
	11		Subscription Start Date	Date	dd.MM.yyyy	de-DE	0	
	12		Subscription End Date	Date	dd.MM.yyyy	de-DE	0	
	13		Billing Period Start Date	Date	dd.MM.yyyy	de-DE	0	
	14		Billing Period End Date	Date	dd.MM.yyyy	de-DE	0	
	16		Cost	Decimal		de-DE	0	
	17		Quantity	Decimal		de-DE	0	
	18		Price	Decimal		de-DE	0	

Usage Based Billing – Processing

DATASUPP1

Usage Data Imports

    Edit List  Delete

 New Import & file  New Import  Import file

- ✓ Import Usage Data .csv file
- ✓ Process Data (Contract Invoice)
- ✓ Create Customer/Vendor Invoices.

Usage Data Imports									
    Edit List  Delete New  Process Data  Create Customer Invoices  Create Vendor Invoices									
Entry No. ↑			Supplier No. ▼	Supplier Description	Description	Processing Date	Processing Step	Processing Status	Reason (Previ
	1		DATASUPP1	Data Supplier 1	Microsoft Data				—



Update Contract Prices

Subscription Contract Price Update

Price Update Templates

- ✓ Create Update Templates
- ✓ Separate Templates for Customers and Vendors
- ✓ Filter by Contract or Subscription Lines
- ✓ Define Date to Perform Update
- ✓ Define % Update

Excluded Lines

- ✓ Subscription lines - Usage Based Billing toggle excluded
- ✓ Subscription Lines - Invoicing via Contract only
- ✓ Contract lines that are Closed are excluded
- ✓ Contract lines with 'Exclude from Price Update' toggle

Subscription Contract Price Update

Price Update Templates



+ New

Edit List



Code ↑	Description	Partner	Contract Filter	Subscri... Line Filter	Subscripti... Filter	Price Update Method	Update Value %	Perform Update on Formula	Include Subscri... Contract Lines up to Date Formula	Price Binding Period
2025_ASP0001	Price update 1 2025 ASP0001	Customer	No	No	Yes	Calculatio...	4.00	1Y	2Y	1Y
→ 2025_ASP0004	⋮ Price update 1 2025 ASP0004	Customer	No	No	Yes	Price by %	10.00	1Y	2Y	1Y

- Create Price Update Templates
- Separate Templates for Customers and Vendors
- Filter by Contract or Subscription Lines
- Define Date to Perform Update

Subscription Contract Price Update

Filter: Subscription Line

× Partner	
× Subscription Contract No.	
× Subscription Package Code	
× Billing Rhythm	
× Next Price Update	

+ Filter...

- ✓ Filter can be set to Partner or Contract No.
- ✓ Allows filtering by Subscription Package
- ✓ Filter on values in Subscription Lines.

Filter: Subscription

× Type	Item
× Source No.	ASP0004

- ✓ Filter Type Item or G/L
- ✓ Select one or multiple Source Nos

Price Calculation

Option	Description
Calculation Base by %	Sets the Calculation Base % field to the value in Update Value % e.g. Set Calculation Base 20% to increase selected subscriptions by 20%.
Price by %	Increase/decrease the price of the contract lines by the percentage in the Update Value % field. You can also use negative values. E.g. A price update of 2% for a contract line with a price of £100 will increase the price to £102
Recent Item Price	Updates the Calculation Base % field in the subscription lines with prices from the Sales Price List page. The prices for the subscription lines are determined for the items in the subscriptions and the date in Perform Update on field. Price updates planned for the future get the prices planned in the sales price list. The discount percentage in the sales price list isn't taken into account in the query because they're often agreed on individually with customers.

Price Update

Subscription Contract Price Update

✓ Saved   

Filter

Price Update Template

2025_ASP0004 ...

Perform Update On

08/04/2025 

Include Contract Lines Up To Date ...

08/04/2026 

 Create Proposal

 Perform Price Update

 Delete Proposal

 Delete Line

More options  

Partner Name	Subscription Contract No.	Subscription Contract Description	Subscription Line Description	Old Price	New Price	Additio... Amount	Old Amount	New Amount	Perform Update On
▼ Aspire 2	2020/26730	Smiths Equipment Hire							
Aspire 2	⋮ 2020/26730	Smiths Equipment Hire	ADSL Data Connection -Unit 1a-1...	42.10	46.31	4.21	42.10	46.31	01/05/2025



Renew/Terminate Contract

Contract Renewal

Subscription Contract Renewal



Manage



Get Contract Lines

Set options and filters to populate
Subscription Contract Renewal
Lines

Select Subscriptions for Contract Renewal



Options

Subscription Line End Date Peri...

Add Vendor Subscription Contr...

☐

Filter: Customer Subscription Contract

× No.

× Contract Type

+ Filter...

Filter totals by:

+ Filter...

Filter: Subscription Line

Contract Renewal

Subscription Contract Renewal

✓ Saved   

Manage  Get Contract Lines  Create Quotes  Contract  Subscription  Sales Quotes  Planned Subscription Lines ... 

Linked to Subscription Contract No. ↑		Subscription Description	Subscription Line Description	Subscription Line End Date	Renewal Term	Agreed Subscription Line Start Date	Price	Amount	Billing RI
2016/022698		Leased Line 500 Mbps (1000 Mb...	Leased Line 500 Mbps (1000 Mb...	23/01/2027		24/01/2027	373.50	373.50	1M
2016/022698		SoGEA 80/20 - CV32 4RA	SoGEA 80/20 - CV32 4RA	05/04/2027		06/04/2027	47.00	47.00	1M
2020/26730		ADSL Data Connection -Unit 1a-...	ADSL Data Connection -Unit 1a-...	12/08/2027		13/08/2027	42.10	42.10	1M
2020/26730		FTTP Data 115/20 - 111 Altcar R...	FTTP Data 115/20 - 111 Altcar R...	20/06/2028		21/06/2028	42.10	42.10	1M
2020/26730		FTTP Data 115/20 - 12 Smiths Eq...	FTTP Data 115/20 - 12 Smiths Eq...	15/09/2027		16/09/2027	42.10	42.10	1M
2020/26730		Leased Line 100/1000 - Unit 15-...	Leased Line 100/1000 - Unit 15-...	22/02/2028		23/02/2028	203.10	203.10	1M
2020/26730		SOGEA 80/20 - 144 Bispham Rd,...	SOGEA 80/20 - 144 Bispham Rd,...	03/10/2028		04/10/2028	47.40	47.40	1M
2020/26730		SOGEA 80/20 - Preston, PR1 1YP	SOGEA 80/20 - Preston, PR1 1YP	12/08/2027		13/08/2027	42.10	42.10	1M
2020/26730		SOGEA 80/20 - 245 Fleetwood R...	SOGEA 80/20 - 245 Fleetwood R...	12/08/2027		13/08/2027	40.00	40.00	1M
2020/26730		SOGEA 80/20 - 5 Bury New Road...	SOGEA 80/20 - 5 Bury New Road...	12/08/2027		13/08/2027	40.00	40.00	1M
2020/26730		SOGEA 80/20 - Liverpool Hire It ...	SOGEA 80/20 - Liverpool Hire It ...	12/08/2027		13/08/2027	40.00	40.00	1M

Terminate Contract

- **Cancellation Possible Until** - last date to cancel.
- **Term Until** - date charged to, even if terminated.
- **Subscription Line End Date** - date billing to stop.
 - If this date is 1 day before the **Next Billing Date**, the system considers the line terminated.
- Run **Update Service Dates** routine
- Contract Line marked **Closed**

Customer Subscription Contract



2025/32361 · Aspire 10

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[Subscription Contract](#)

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[Automate](#) ▾

[Fewer options](#)



Get Subscription Lines



Update Exchange Rates



Extend Contract



Update Subscription Line Dates



Create Contract Invoice



Create Contract

		No.	Cancellation Possible Until	Term Until	Subscription Line Start Date	Subscription Line End Date
Type						
→ Item	⋮	ASP0271			01/01/2025	
Item		ASP0272			07/03/2025	
Item		ASP0273			01/01/2025	
Item		ASP0274			01/01/2025	
Item		ASP0275			01/01/2025	

Thank you.

BUSINESS CENTRAL
connect

18th & 19th NOVEMBER 2025

