GitLab Billing FAQ

The "Revision Control" service is free to use up to a storage-consumption of 2GB. The exact details are documented in the published [SLA](#).

- What is billed in GitLab?
- How does ITS monitor gitlab storage-usage?
- Who receives a request to purchase storage or lower usage?
- I see many owners. How do I know which one is a direct-owner?
- How do I manage the direct owners?
- How do I manage who receives a request to purchase or lower storage for my group?
- How can I check my storage-usage?
- I received a request to purchase storage... What do I do now?
- Several of my colleagues received a request to purchase storage for the same group. Who should buy the storage?
- Can I purchase storage for a hierarchy of groups?
- I want to optimize my GitLab storage-costs. Can I do it? How?

**What is billed in GitLab?**

We bill storage-usage over 2GB. Billed is:

- the sum of all personal projects
- the sum of all projects of a group (excluding sub-groups)

**How does ITS monitor gitlab storage-usage?**

We query weekly the storage-consumption of groups and personal namespaces (the place where personal projects are stored).

**Who receives a request to purchase storage or lower usage?**

The request to lower the storage-usage or purchase more storage is sent:

- to each individual user who's personal projects exceed the free allowance of 2GB
- to all the direct owners of a group who's projects exceed the free allowance of 2GB

**I see many owners. How do I know which one is a direct-owner?**

To see which owners of the group are direct-owners:

- go to the page of the group and select "Group Information > Members" from the left-side menu
- a list of all members will be displayed
- in the search-bar of the member-list, select "Membership = Direct"

![Direct Owner Filter](image)

Only the direct-members will be displayed.

**How do I manage the direct owners?**

To add a new direct owner

- go to the page of the group and select "Group Information > Members" from the left-side menu
- a list of all members will be displayed
- in the search-bar of the member-list, select "Membership = Direct"
- invite a new user by clicking the "Invite members" and assign the Owner role
To demote a direct-owner:

- go to the page of the group and select "Group Information > Members" from the left-side menu
- a list of all members will be displayed
- in the search-bar of the member-list, select "Membership = Direct"
- select the new "Max role" from the drop-down in the member's list.

How do I manage who receives a request to purchase or lower storage for my group?

All the direct-owners of a group receive the request to purchase storage or lower the usage. You can manage the list of direct owners as described in the section "How do I manage the direct owners?".

How can I check my storage-usage?

For groups, go to the group's page in gitlab. Select "Settings > Projects" from the menu. A list of all projects in the group and their storage-size is displayed.

For personal projects:

- go to your profile-page (click on your avatar on the top-right side of the page and then click on you user-name)
- select "Personal Projects" from the top-menu
- for each personal project
  - Go to "Settings > Usage Quotas"
  - The storage-usage for the selected project is displayed on the page
  - Add this storage-usage to the other personal projects

I received a request to purchase storage... What do I do now?

You have two options:

- Reduce the size of your projects. To reduce the size of your projects, follow the instructions published by gitlab at https://gitlab.ethz.ch/help/user/project/repository/reducing_the_repo_size_using_git.
- Purchase more storage-quota. To purchase more quota for gitlab:
  - log-in to https://itshop.ethz.ch
  - select "Service Catalog" in the left-side menu
  - scroll down to the "Web and Application Hosting" category
  - open the "GitLab - Revision Control" service offerings
  - click on the "Purchase GitLab Storage" request offering
  - fill-in the form

Several of my colleagues received a request to purchase storage for the same group. Who should buy the storage?

It does not matter who purchases the extra storage. Any direct owner can fill in the form in IT-Shop.

Can I purchase storage for a hierarchy of groups?

No. The storage purchase is valid for the direct projects of a group only.

Example hierarchy of groups:
If the added size of projects A, B and C exceeds 2GB, the direct owners of "Subgroup A" will receive a request to purchase or lower storage. The size of project E is not part of this "Subgroup A" sum. When the owners of "Subgroup A" purchase additional storage, this quota will apply for the projects A, B and C only.

I want to optimize my GitLab storage-costs. Can I do it? How?

Sure! Move your repositories under the group for which you purchased more storage. To move a project under another group you must be owner in both the source and the destination group. Follow these steps:

- go to your project page
- select "Settings > General" from the left-side menu
- expand the "Advanced" section in the lower-side of the general settings page
- under "Transfer project" select the new namespace where you want to move the project
- click the button "Transfer project"