

# How to Cancel

If you would like to cancel you can do so by following these instructions.

**Step 1:** On your logged in Dashboard page click on your name in the top right of your screen and then click on "Billing". You can also reach this page by visiting this link:

<https://smartengage.com/settings/billing>

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**Step 2:** On the left side of your screen you will see a link for "Cancel Subscription". Click on this.

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**Step 3:** You will then see a short description of your current plan along with a button to cancel your subscription. Please be certain you wish to cancel because doing so will result in the removal of your brand avatars, subdomains, and your subscribers.

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