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## Cancel My Subscription

If you do not wish to continue with ShowingSuite.com you need to contact Showingsuite.com with instructions to cancel **before** your account bill date.

***We cannot refund payments made on any date previous to us being contacted for an account to be closed.***

***No refunds are given for partial months.***

If you wish to cancel your subscription please submit a cancellation ticket through the ticket system or send an email stating the below to [support@showingsuite.com](mailto:support@showingsuite.com); **please be ready to provide the following information: YOU MUST SUBMIT A TICKET TO CANCEL YOUR ACCOUNT!**

- First & last name
- Login name
- Reason for cancellation

Cancellations are effective immediately; if you leave a message to cancel it may take up to 24 hours to be processed (weekends may take longer). You will receive a **Confirmation of Cancellation Email** once your account has been closed.

If you do not receive the confirmation within 24 hours (weekends are longer), please do not assume the account has been closed. Call or email us to confirm receipt. Our number here is 858-270-1055.

**Please keep the Confirmation of Cancellation as proof of cancellation.**

It is your responsibility to ensure that your account is closed.

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