

HOW TO CANCEL QUICKBOOKS



PAYMENT SUBSCRIPTION

MERCHANT SERVICES | QUICKBOOKS PRODUCTS | US EDITION



LEARN HOW TO
CLOSE A
QUICKBOOKS
PAYMENT
ACCOUNT FOR
ANY
QUICKBOOKS
PRODUCT.



CHAT!

THE MESSAGE

We're sorry to see you go. We want to make [canceling your QuickBooks Payments subscription](#) as simple as possible. Cancel your account from the Merchant Service Center.



STEPS TO CANCEL QUICKBOOKS PAYMENTS ACCOUNT

- Sign in to the Merchant Service Center as an admin user.
- Select the Account tab and then Account Profile.
- Select Close Account. If you don't see this option,



Make sure you're signed in as the account admin.

If you still have problems, reach out to our support team.

In the Reason for closing dropdown, select a reason.

- Add any comments you'd like to share.
- When you're ready, select Submit.



YOUR REQUEST

Once we process your request, you'll get an email.

Within one business day that confirms your QuickBooks Payments account is closed.



GET YOUR FINANCIAL INFO FROM QUICKBOOKS PAYMENTS

You don't need to download everything before canceling your account.

DOWNLOAD OPTION

You can still sign into the Merchant Services Center for up to 12 months after you cancel. That means you have one full year to view and download your reports, statements, and tax forms.

