



Recurring Paypal payments FAQs

Date: August 2013

How to find recurring Paypal subscriptions I am paying?

1. Log into your Paypal account.
2. Browse to **My Account >> Profile**.
3. Click on **"My money"** at left followed by the **"Update"** link to the right of **"My preapproved payments."** As shown in figure 1.

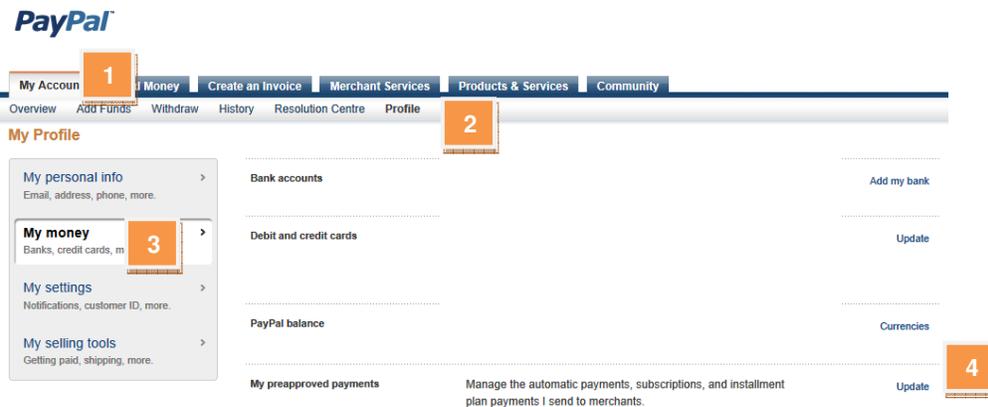


Figure 1

You'll see a listing of all your active and canceled subscriptions with Start and Expires date, amount, and description of the payment etc. as shown in figure 2.

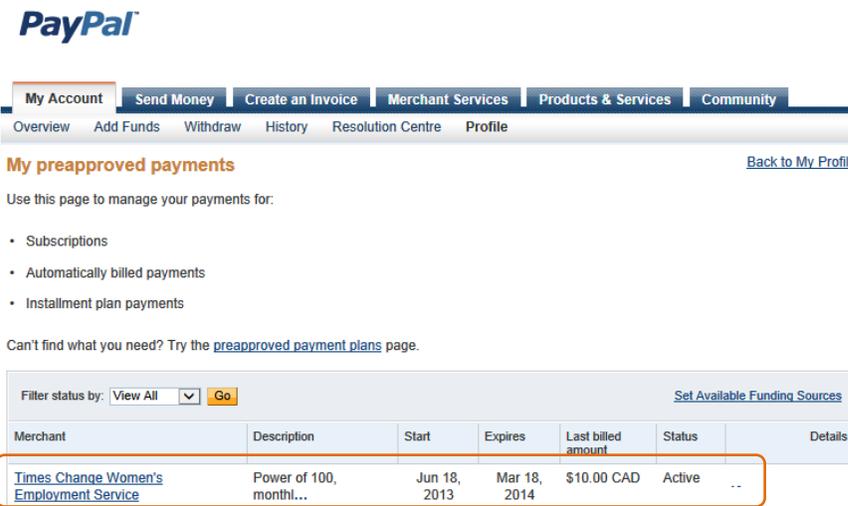


Figure 2



How to cancel my payment prematurely

Your recurring payments will automatically stop once it expires. If for any reason you need to cancel it prematurely, you can:

1. Find the one you'd like to cancel as shown in figure 2.
2. In the "Subscription details" page, click on **Cancel** link as shown in figure 3.

Subscription details

Active

Merchant Times Change Women's Employment Service **Verified** | cpworkbook@timeschange.org

Profile start date Jun 18, 2013 | Profile ID No. I-HM3N4MJEMCNM

[Cancel](#) | [View history](#)

Figure 3

3. Confirm your cancellation (figure 4).

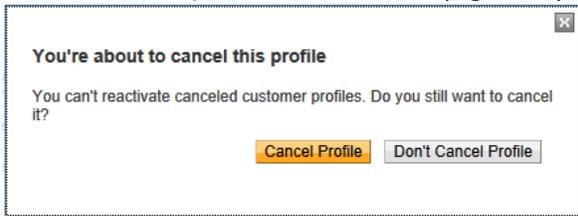


Figure 4

If it is a recurring payment item to Times Change, you can also call us at 416-927-1900. We'd happy to assist you.