

How to Cancel your Membership subscription

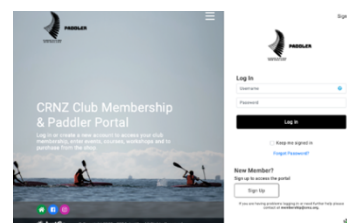


This guide has been designed to assist you in how to cancel the automatic renewal of your membership if you do not wish to renew for the upcoming membership year.

Sign into your user account

Go to <https://crnz.justgo.com/>, where you will need your username to access your account.

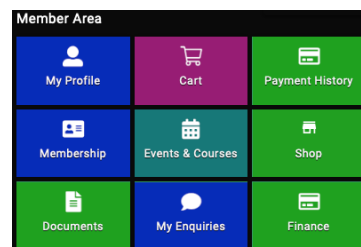
Your username will likely be your email address or your CRNZ Member ID. Please contact membership@crnz.org if you are unsure of your username.



Finance

After logging in, select Menu from the top left corner of the screen and click on the Finance tile.

Here, you can access any Payment Schedules linked to your active memberships. On the right of the screen, click 'View Plans'.



Finance

The next screen, Schedule Plans, will show you the details of your selected Subscription, including the membership type and next payment date.

To cancel the automatic renewal of your membership, click 'Cancel Plan'.

The screen will update and the status of your Subscription Plan will change from 'Active' to 'Cancelled'. Your membership will not automatically renew when it is next due to expire.

