

How To Temporarily Unsubscribe Your Slave Till(s)

If you would like to temporarily unsubscribe any of your Slave Till(s) from a Sales Location(s), please follow the instructions below.

IMPORTANT!

As soon as you unsubscribe any of your Slave Till(s), those unsubscribed Slave Till(s) will stop working immediately! It is therefore advised to only unsubscribe your Slave Till(s) just before your next Slave Till subscription payment would be due, therefore you can still continue to use the Slave Till(s) for the remaining amount of time of your last paid subscription(s) before you unsubscribe.

- 1 Firstly, on each iPad Slave Till you are going to unsubscribe, you must run the GoEpos Till app and must press the **[Check For Updates]** button in the bottom left of the Clerk Login screen and make sure in the bottom left of the screen it says **“Sales Data Uploaded Ok”**. You must do this for each Slave Till you want to unsubscribe.
- 2 Now login to your GoEpos Web Office account by visiting **goepos.com** and click the **[WEB OFFICE LOGIN]** button in the top right.
3. Once you are logged in click the **[4 Locations & Billing]** icon and then **[2 Sales Locations & Billing]**.
4. Click the **[Edit Location]** button at the end of the required sales location line.
5. Now click on the **[Subscription Details]** tab.
6. Next to the **Slave Till(s)** option, click the **[Edit]** button and **Untick** the required **Slave Till(s)** to be disabled and removed from the monthly subscription and click **[Ok]**.
7. Now click the **[Save]** button in the top right.
- 8 Finally, on each Slave Till you unsubscribed, again on their Clerk login screen press the **[Check For Updates]** button in the bottom left and you should see the user alert confirming the Till is now unsubscribed. Now you can close the GoEpos Till app.
BUT MAKE SURE YOU DO NOT DELETE THE GOEPOS TILL APP FROM THE IPAD!

What If I Decide To Resubscribe Again?

You can resubscribe the Slave Till(s) again at any point. If you do, you will be creating a new subscription(s) for the Till(s) and their first payment will be taken immediately on successful subscription(s) creation and further payment(s) will automatically be taken again each calendar month from that date until you decide to cancel them again as detailed in our terms & conditions.