

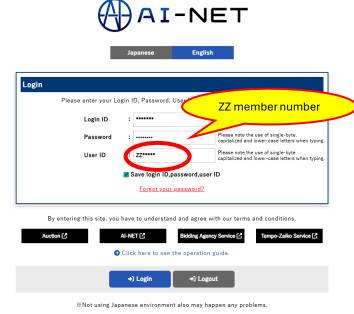
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How to change the plan

You cannot change your registration between 26th and the end of the month



How to change the plan

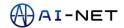


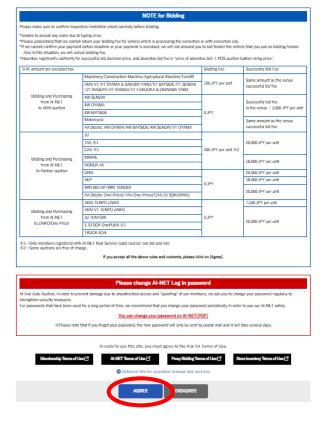
1

You must log in with your administrator ID to change your plan.

Administrator ID corresponds to your ZZ member number.

(e.g., Administrator ID is ZZ123456 if your member number is 123456.)





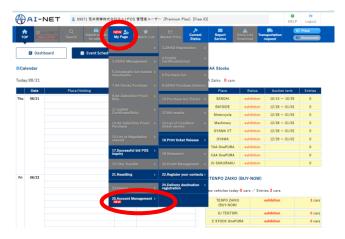
(2)

Click "AGREE".



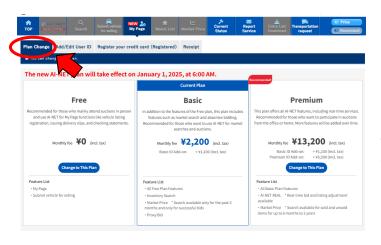
3

Click "Advanced Search".





After logging in, click "Account Management" on My Page.





The plans available to you depend on your type of membership.

※ Please read the following carefully before changing your plan ※

schedule for changing plan

<if you choose a higher plan>

After changing your plan, your payment will be charged to your registered credit card shortly, and you can use the new plan immediately for the current month.

If you change your plan between 1st and 25th of the month, you must be billed for the full amount. Take care the refunds cannot be made after changing.

For example:

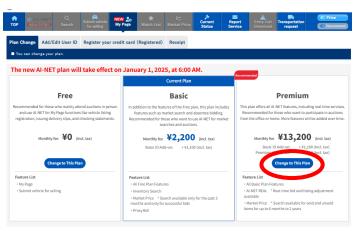
- ·free plan⇒basic plan or premium plan
- ·basic plan⇒premium plan

<if you choose a lower plan>

Your new plan will start next month.
You can continue to use your previous plan until the end of the month.

For example:

- •premium plan⇒basic plan or free plan
- ·basic plan⇒free plan





Click "Change to This Plan" corresponding to your desired plan .





Check your chosen plan again and click "**OK**" if it's correct.

Please note that if you select a higher plan, your registered credit card will be charged shortly after clicking "OK".



Plan change completed.

After credit card payment is completed, the changed plan may take some time to reflect.

It usually reflects within a few minutes, but in some cases, it may take longer.

Thank you for your understanding.





The plan change is complete. Click "**OK**".