

Update Your Subscription Information

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You can update your subscriber details and your subscription payment method.

Required Permissions: You must have the **Site Details** permission enabled on your account to edit subscription information.

1. From the menu to the left, click **Administration**.
2. Click **Site Details**.
3. Click the **Subscription** tab.
4. In the **Subscriber Details** section, click **Edit** to update your name, phone number, and email address. When finished, click **Save**.
5. In the **Subscription Details** section, click **Update** to update your payment method. When finished, click **Update Card**.