CAPABILITY SUPPLY COMPANY

Subscription Cleanup Sample Package

A practical five-step walkthrough: find, organize, evaluate, cancel, verify.

This package uses clearly fictional charges. It does not access financial accounts, cancel services, promise savings, or open paid enrollment.

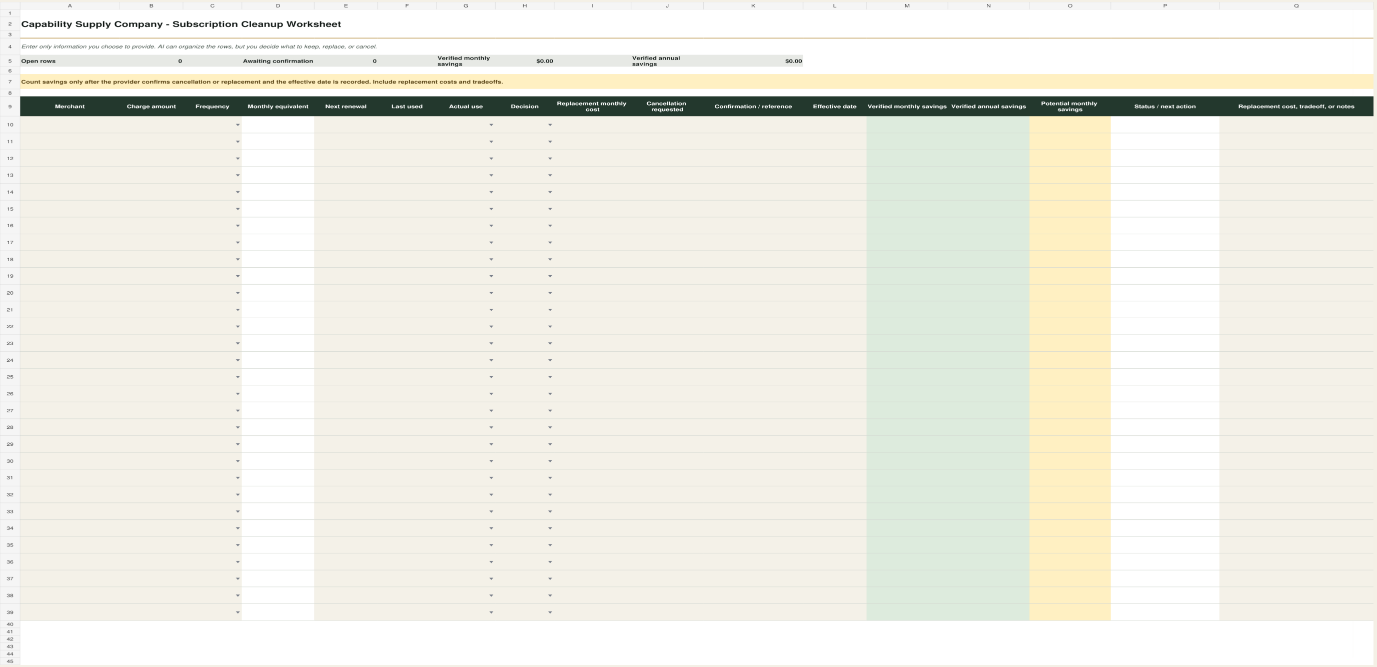
Prepared for mobile demonstration and exact-content review

1. Use the worksheet

Finish one complete cleanup cycle before you count a result. AI can organize the evidence you supply; you review the source, decide, and confirm.

- Merchant: use the name printed on the statement or receipt.
- Charge and frequency: record the amount and billing cycle exactly.
- Monthly equivalent: convert unlike cycles for comparison, not as a cancellation decision.
- Renewal: add the next known renewal date, especially for annual plans.
- Actual use: note who uses it, how often, and what would be lost.
- Decision: keep, replace, cancel, or review.
- Replacement cost and tradeoff: subtract the cost of the replacement and record lost features or contract terms.
- Confirmation: record the provider confirmation and effective date. Only then can the worksheet show verified savings.

Rule: a click is not a saving. Confirmation first; then monitor the next statement.



Capability Supply Company - Subscription Cleanup Worksheet

Enter only information you choose to provide. AI can organize the rows, but you decide what to keep, replace, or cancel.

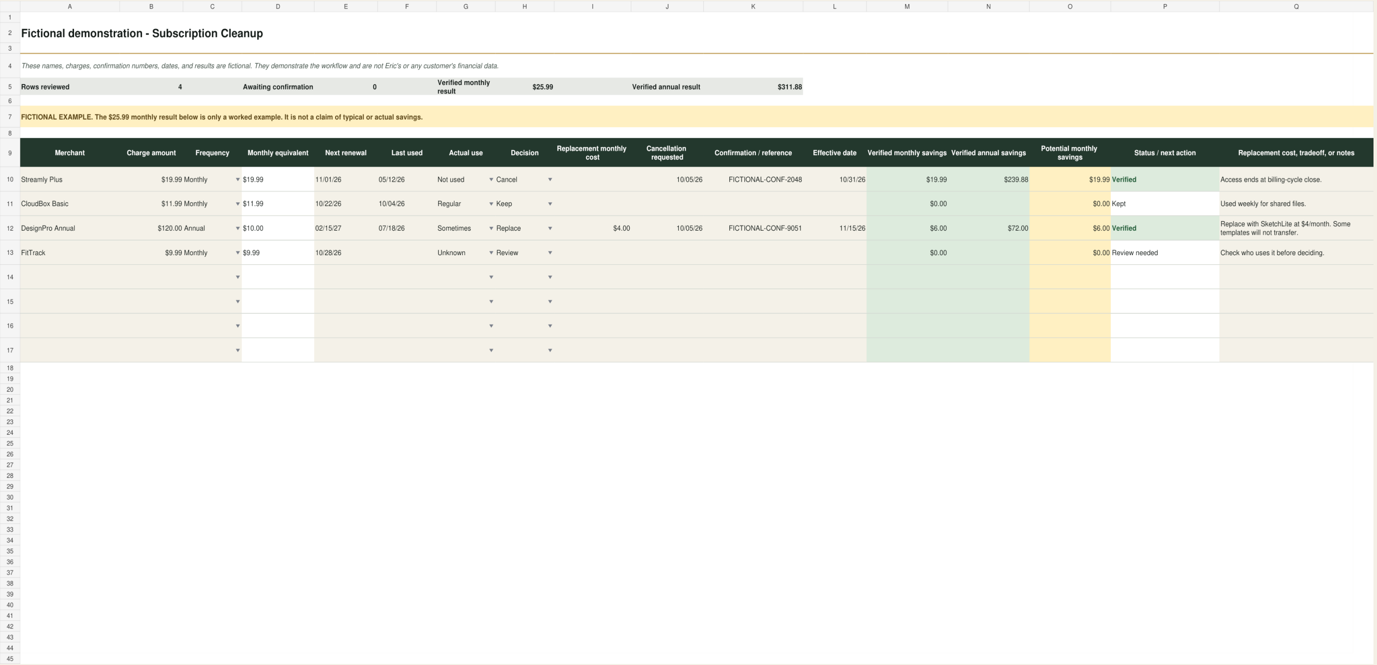
Open rows	0	**Awaiting confirmation**	0	**Verified monthly savings**	$0.00	**Verified annual savings**	$0.00

Count savings only after the provider confirms cancellation or replacement and the effective date is recorded. Include replacement costs and tradeoffs.

Merchant	Charge amount	Frequency	Monthly equivalent	Next renewal	Last used	Actual use	Decision	Replacement monthly cost	Cancellation requested	Confirmation / reference	Effective date	Verified monthly savings	Verified annual savings	Potential monthly savings	Status / next action	Replacement cost, tradeoff, or notes

2. Reproducible fictional demonstration

The included demo uses four invented subscriptions. Streamly Plus is canceled; DesignPro Annual is replaced with a lower-cost option; CloudBox Basic stays; FitTrack remains under review.



Fictional demonstration - Subscription Cleanup

These names, charges, confirmation numbers, dates, and results are fictional. They demonstrate the workflow and are not Eric's or any customer's financial data.

Rows reviewed 4 **Awaiting confirmation** 0 **Verified monthly result** $25.99 **Verified annual result** $311.88

FICTIONAL EXAMPLE. The $25.99 monthly result below is only a worked example. It is not a claim of typical or actual savings.

Merchant	Charge amount	Frequency	Monthly equivalent	Next renewal	Last used	Actual use	Decision	Replacement monthly cost	Cancellation requested	Confirmation / reference	Effective date	Verified monthly savings	Verified annual savings	Potential monthly savings	Status / next action	Replacement cost, tradeoff, or notes
Streamly Plus	$19.99	Monthly	$19.99	11/01/26	05/12/26	Not used	Cancel		10/05/26	FICTIONAL-CONF-2048	10/31/26	$19.99	$239.88	$19.99	Verified	Access ends at billing-cycle close.
CloudBox Basic	$11.99	Monthly	$11.99	10/22/26	10/04/26	Regular	Keep					$0.00		$0.00	Kept	Used weekly for shared files.
DesignPro Annual	$120.00	Annual	$10.00	02/15/27	07/18/26	Sometimes	Replace	$4.00	10/05/26	FICTIONAL-CONF-9051	11/15/26	$6.00	$72.00	$6.00	Verified	Replace with SketchLite at $4/month. Some templates will not transfer.
FitTrack	$9.99	Monthly	$9.99	10/28/26		Unknown	Review					$0.00		$0.00	Review needed	Check who uses it before deciding.

Worked result

Line	Monthly change	Why
Streamly Plus	$19.99	Fictional cancellation confirmed
DesignPro Annual	$6.00	$10 monthly equivalent minus $4 replacement
Verified monthly	$25.99	Only confirmed actions included
Verified annual	$311.88	$25.99 x 12; fictional example

These names, charges, actions, confirmation reference and savings are fictional. They demonstrate the method, not an actual customer's outcome.

3. Tested AI prompt sequence

Paste only information you are comfortable supplying. Redact account numbers, card numbers, addresses, phone numbers and other sensitive identifiers.

Prompt 1 - normalize the list

```
You are organizing a subscription list that I provide. Do not access accounts, cancel anything, or invent
missing facts. Return a table with merchant, charge, frequency, monthly equivalent, known renewal, actual
use, and missing evidence. Mark unknown fields UNKNOWN. Here is my redacted list: [PASTE LIST].
```

Prompt 2 - expose the decision

```
Using only the table above, create four groups: KEEP, REPLACE, CANCEL CANDIDATE, and REVIEW. For each item,
explain the evidence needed before deciding, including users affected, features lost, contract terms,
refund rules, replacement cost, and renewal timing. Do not make the decision for me.
```

Prompt 3 - make a provider checklist

```
For each item I mark CANCEL or REPLACE, create a provider-specific checklist using the official provider
help page that I supply. Include the correct account owner, cancellation path, effective date, access end
date, confirmation reference, next-statement check, replacement cost, and tradeoff. Do not count savings
until confirmation is recorded.
```

Prompt 4 - verify the result

```
Review this completed worksheet. Calculate potential savings separately from verified savings. Verified
savings may include only rows with a provider confirmation reference and effective date, minus ongoing
replacement cost. Flag annual renewals, family accounts, unresolved charges, and any item that still
requires statement monitoring.
```

4. Find and cancel through the actual provider

Instructions checked against official sources on October 5, 2026. Provider interfaces change; reopen the linked help page before publishing or teaching the final step.

Where	What to verify	Official source
Apple	Settings > your name > Subscriptions. If the receipt names a family member or another Apple Account, that account owner may need to cancel. If there is no Apple receipt, identify the billed company from the statement.	Apple Support
Google Play	Use Google Play Subscriptions, select the subscription, cancel, and follow the instructions. Uninstalling the app does not cancel it. A missing subscription may be under another Google account.	Google Play Help
PayPal	Settings > Payments > Subscriptions and saved businesses / Automatic Payments > merchant. Review the merchant and status before canceling or changing the payment method.	PayPal Help
Bank account	Revoke authorization with the company and bank in writing when appropriate; ask about stop-payment fees; monitor the account. Stopping automatic payment does not erase a valid contract or amount owed.	CFPB
Cards and direct merchants	Use the merchant named on the statement or receipt, confirm which account owns it, check renewal/refund terms, cancel through the merchant, save confirmation, and monitor the next statement.	Merchant's official help center

Annual renewals and family accounts deserve a separate check: record who owns the subscription, when access ends, whether there is a refund or contract consequence, and what other users will lose.