

Switch to Business Starter edition

If you purchased your service from a reseller, [go here instead](#) | [Do I have a reseller?](#)

If you're on the Annual Plan/Fixed-Term, you can downgrade editions only after you [Switch from Annual to Flexible Plan](#).

To upgrade from the legacy free edition of G Suite, [go here instead](#).

You can transition your G Suite or Google Workspace subscription to Business Starter edition.

What to know before you switch editions

- Everyone in your organization gets the same subscription. For example, you can't transition some users to Business Plus while others keep using Business Standard edition.
- If you're on an [Annual/Fixed-Term Plan](#), the transition includes all of your current users.
- Only organizations with 300 or fewer users can switch from an Enterprise edition to a Business edition.
- If you switch editions during your free trial, any unused days apply to your new subscription. For example, if on the 10th day of your free trial you switch editions, the last 4 days of the free trial apply to the new subscription.
- If you downgrade your edition and lose a feature, such as data loss prevention (DLP) or Google Vault, you can get the feature back if you upgrade within 51 days. Otherwise, you need to wait until after 84 days to upgrade to an edition with the feature.
- **Not sure which edition to switch to?** Compare features in [Google Workspace editions](#) .

What features will I lose?

Sign in to compare features

If you're already an administrator for a G Suite or Google Workspace account, sign in now to compare features across available editions: [Sign in to your account](#) (doesn't end in gmail.com).

What to do before you switch

[Prevent loss of data on mobile devices](#)

[Prevent loss of data protected by Google Vault](#)

[Prevent storage restrictions for users](#)

Switch to Business Starter

1. Your current account, vishal@synerssoft.in, doesn't have permission to perform these steps. To continue, switch to a *super administrator account*. This will open the Google Admin console.

[Switch to super administrator account \(signs you out\)](#) or [Learn more](#).

2. In the Admin console, go to Menu ≡ > **Billing** > **Get more services**.
3. Scroll to **Business Starter** and click **Switch**.
4. Review the impact this change will have > click **Get started**.
5. Select a payment plan:

- **Flexible Plan**—No long-term commitment, pay for the users you have each month, and add or remove users as needed.
 - **Annual Plan (Monthly Payment)**—Requires a 1-year contract, pay monthly for users committed upfront, and add users as needed. You can increase the number of users in the **users needed** field. The Annual Plan is not available when you downgrade to a lower-level edition.
6. (Optional) Under **Flexible Plan**, click **Add promotion code** and enter any promotional code you have.
7. Click **Checkout** > **Place Order**.

Need more help?

Try these next steps:

Ask the Help Community

Get answers from community experts

Contact us

Tell us more and we'll help you get there