

# How do I turn Opt-Out on or off?

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Applies To:  PoliteMail Desktop  PoliteMail Online  PoliteMail O365

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Version:  4.94  4.97  5.0+

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**Version 5.0:** Changing this can be found under **POLITEMAIL > Account > Subscription**.

**Version 4.9+:** You can use the opt-out feature either for an individual email using the drop-down on the PoliteMail button, or you can have it set so every time you email through PoliteMail it has Opt-Out. You can change this by going to **PoliteMail > Settings > Preferences**.

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POLITEMAIL