CHECKLIST · TECHNOLOGY

Is a paid Dropbox plan worth it for a small business?

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digitaladvisors.com.au/journal/dropbox-paid-plan-worth-it-small-business/

- [ ] **Check your current Dropbox usage.** Sign in on dropbox.com and see how much of your space is used and how many devices are linked.
- [ ] **Count who needs access.** One person points to Basic or Plus, unless you want 180 days to recover deleted files; two or more sharing client files points to Standard.
- [ ] **Choose yearly billing if you'll keep it a year.** On Dropbox's Australian plans page, yearly billing costs less than paying month by month.
- [ ] **Check the GST line before paying.** Dropbox shows a tax estimate in the order summary; confirm it before you buy.
- [ ] **Diary the trial end date.** Dropbox's free trial asks for billing details, so note the day it ends.
- [ ] **Check the storage you already pay for.** Look at what your office suite or other cloud plans include before paying for a second service.

NOTES

General information only, not legal, tax or financial advice. Check the full story and its sources before acting.