
Process a Client Refund in NextStep Billing

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About

Client refunds are processed in NextStep Billing. The steps to take to do this vary depending on whether or not you use the Payment Center (SwervePay) and if the payment has already been applied to a Line Item. To review the steps for refunds expand the section below that applies to your Agency.

[+ Payment Center \(SwervePay\) Users](#)

[+ Non-Payment Center \(SwervePay\) Users](#)
