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CHECKLIST

Zapier 2026 Pricing Update

Navigating Zapier's 2026 pricing changes wisely

1. Calculate your monthly task needs before choosing a Zapier plan.
2. Remember that each successful action, not triggers, consumes one task.
3. Map out every Zap step to predict total monthly task usage.
4. Choose annual billing to unlock the 33% discount on all plans.
5. Upgrade to Professional ($19.99/year) once Free plan tasks run out.
6. Enable pay-per-task billing manually if you need to exceed plan limits.
7. Monitor usage regularly to prevent unexpected overage charges from accumulating.
8. Switch to Team plan ($69/year) only if you need multi-user access.
9. Test complex automations using bundled Tables, Interfaces, and MCP features.
10. Audit existing Zaps to identify actions consuming tasks unnecessarily.