Disabling digital services upon cessation of business · What if the process gets stuck?

For: Paušalni obrt · Obrtnici · j.d.o.o. · d.o.o.

Practical business guidance · Reviewed: 2026-11-22

Applicability: According to the profile and circumstances of the described case.

Check the statutory retention periods and only delete data when there is a basis to do so.

When a plan meets an obstacle

Before termination, export the business documentation and determine where it will remain accessible.

Prepare supplier invoices, termination notices and a controlled list of administrator accounts.

Working example · Disabling digital services upon cessation of business

On another device, open the actual items from the archive.

Specific next steps

1. Before termination, export the business documentation and determine where it will remain accessible.
2. Prepare supplier invoices, termination notices and a controlled list of administrator accounts.
3. Close each service with the recorded date, the person responsible and proof.

Limits of application

Apply the guideline to your documents and working methods.

Original page

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