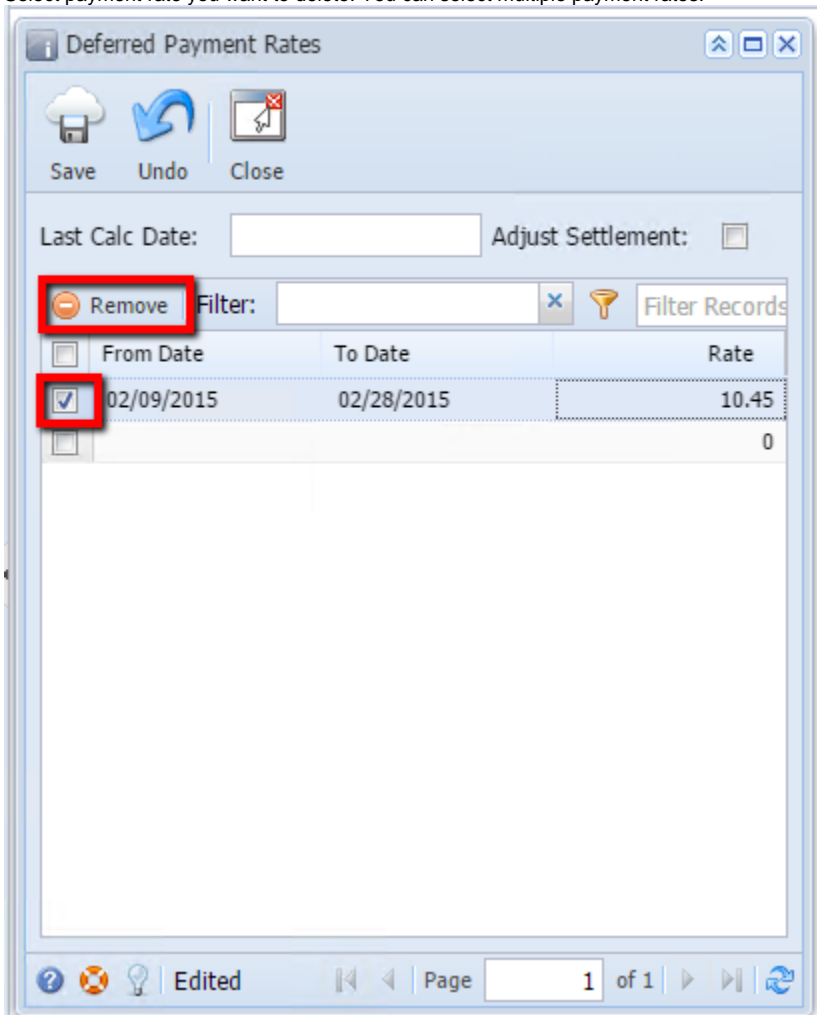# How To Remove Deferred Payment Rates
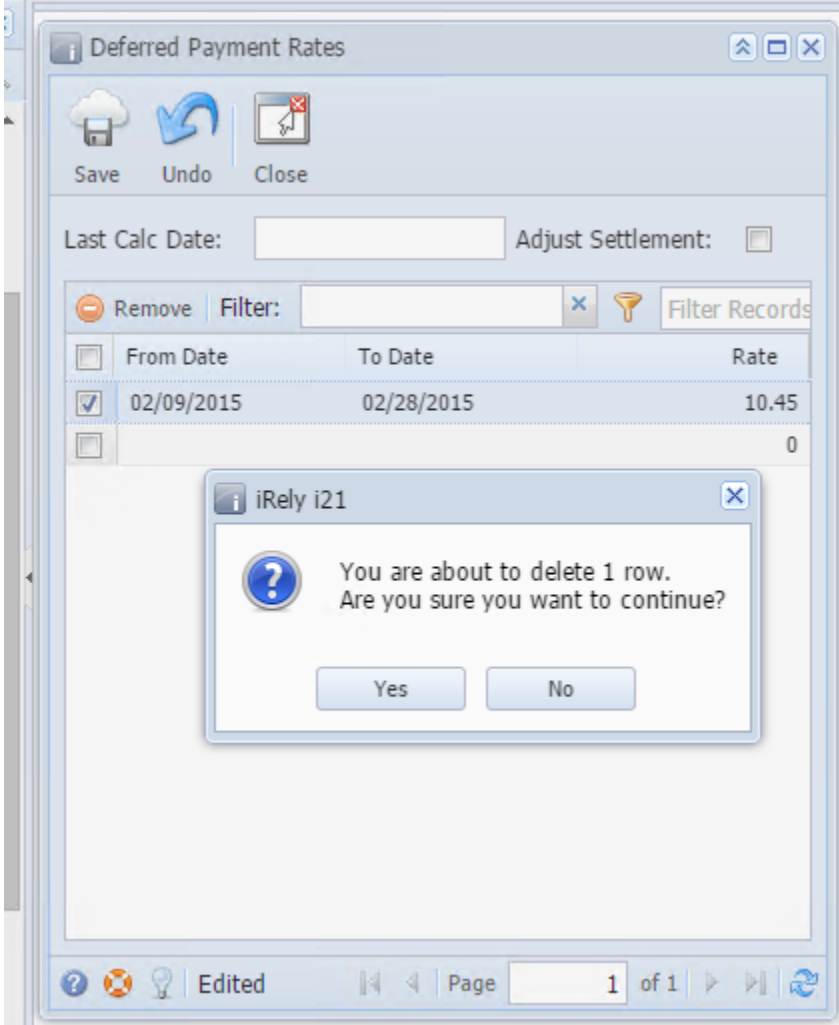
Here are the steps on how to remove deferred payment rates:

1. From the **Contract Management > Maintenance** menu, select **deferred payment rates.**
2. Select payment rate you want to delete. You can select multiple payment rates.

3. Click on **Remove** button.

4. A warning message will prompt telling that you are about to delete the selected record. Click **Yes** to continue.

5. Selected payment rate will be deleted.