How to Delete a Tax Group
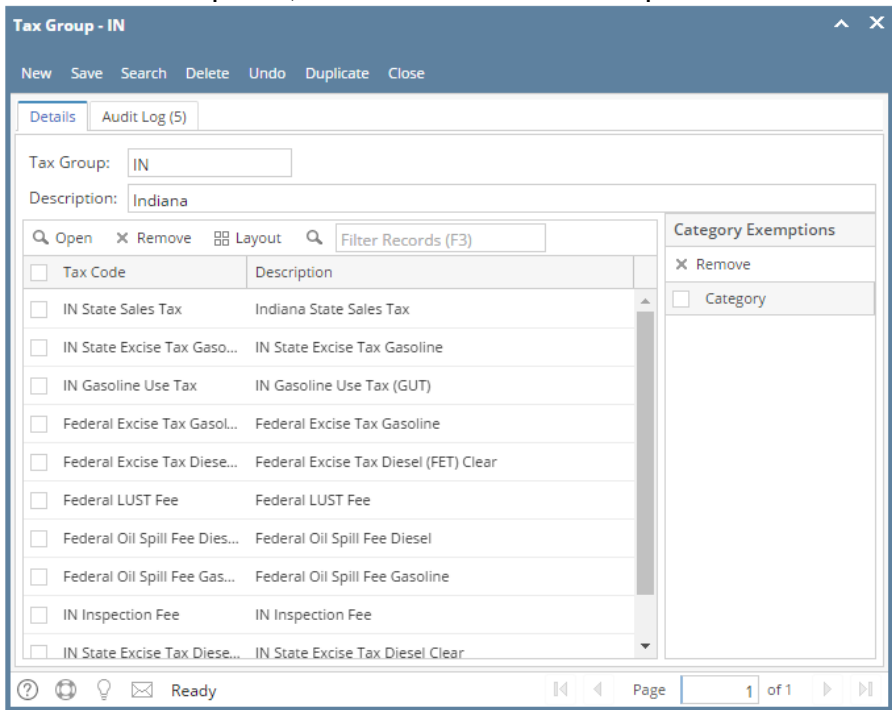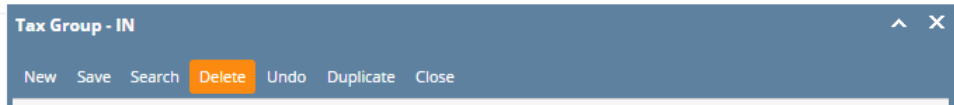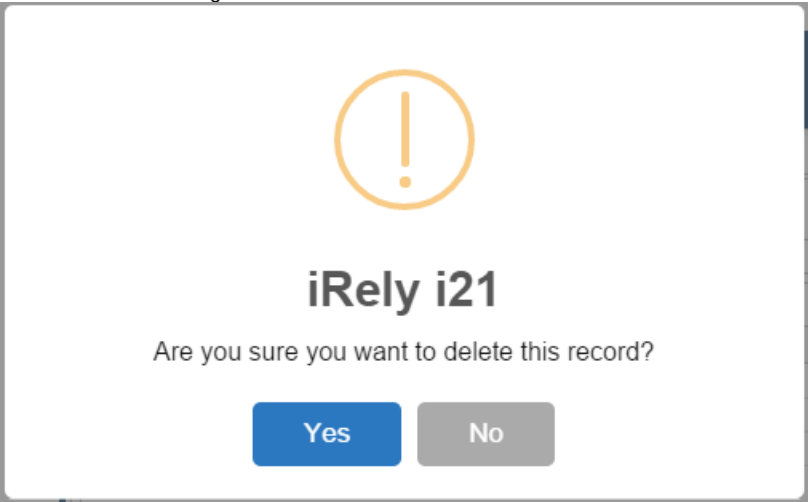
1. On the user's menu panel go to **Common Info** folder then click **Tax Groups**
2. From **Search Tax Group** screen, select a record from the list and click **Open** button.

3. Click **Delete** toolbar button. A confirmation message will appear.

4. Click **Yes** on the message box.

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2. From **Search Tax Group** screen, select a record from the list and click **Open** button.

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4. Click **Yes** on the message box.

1. On the user's menu panel go to **Common Info** folder then click **Tax Groups**

2. From **Search Tax Group** screen, select a record from the list and click **View** button.

3. Click **Delete** toolbar button. A confirmation message will appear.

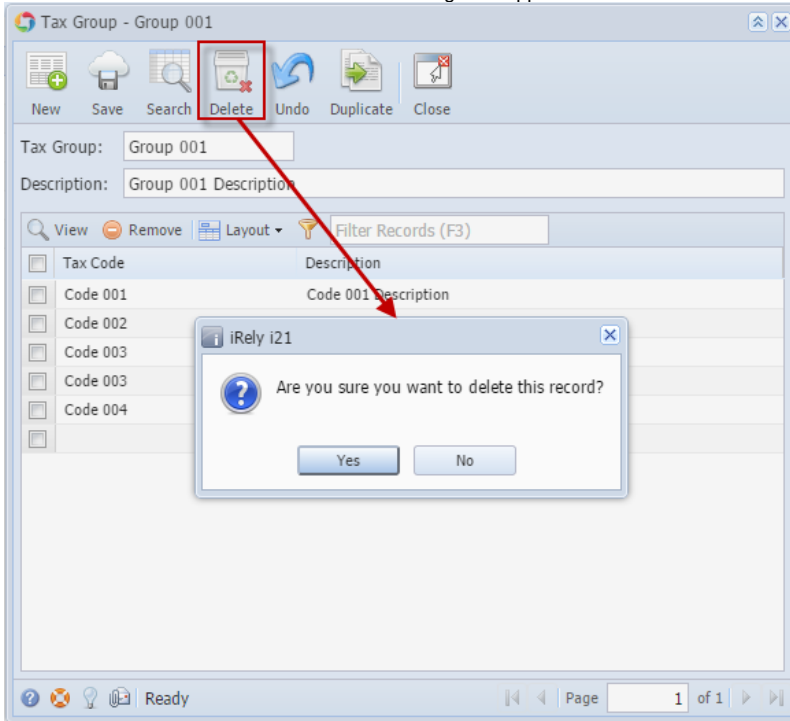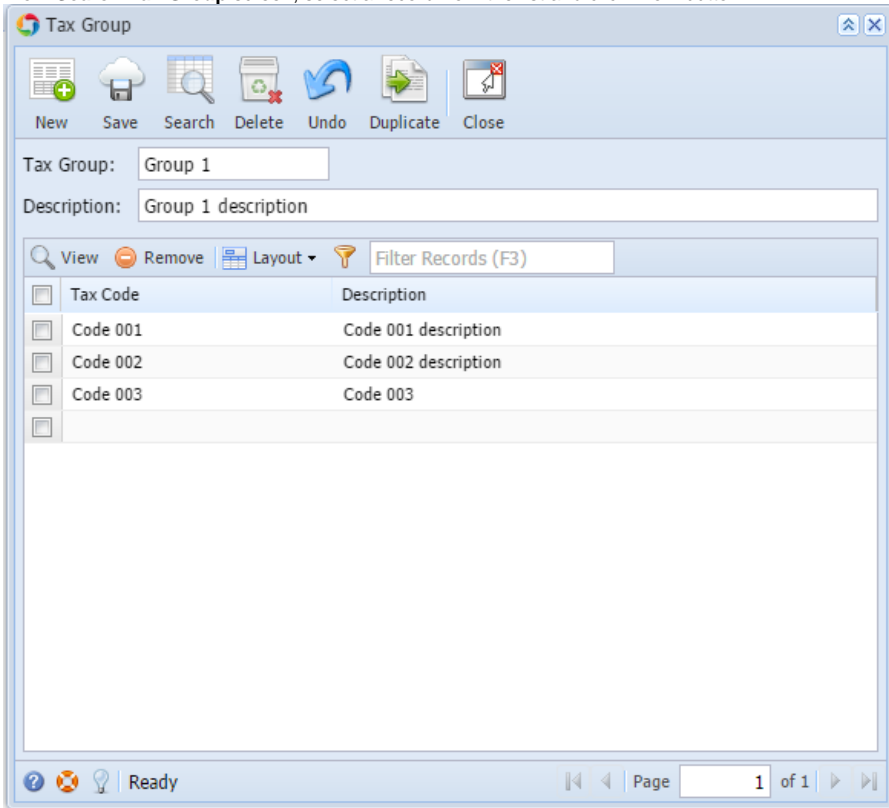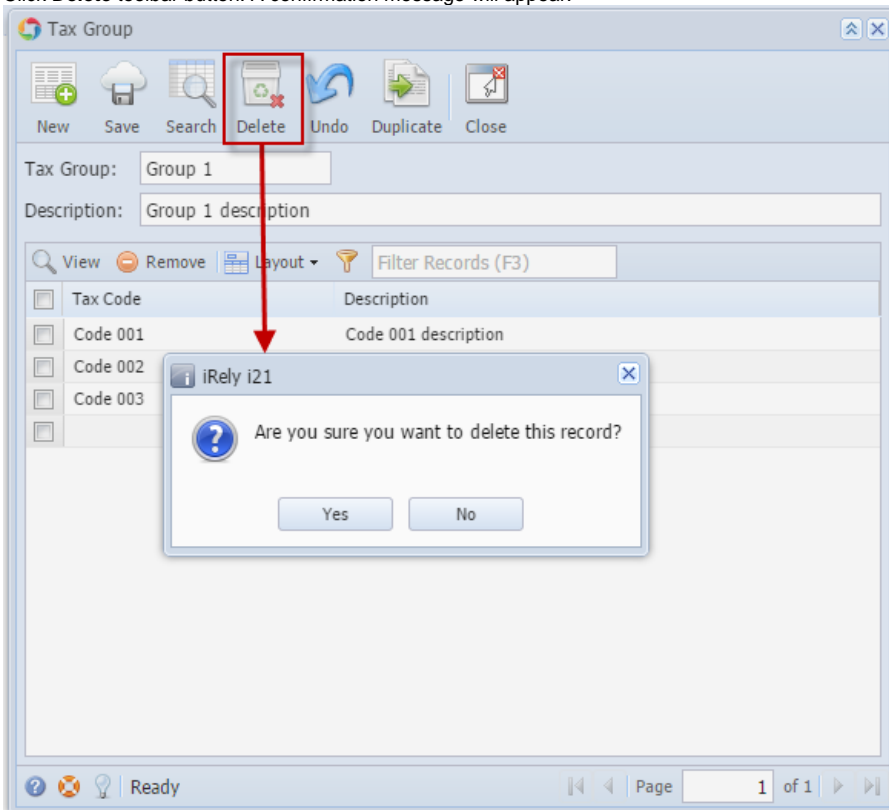
4. Click **Yes** on the message box.

1. On the user's menu panel go to **Common Info** folder then click **Tax Groups**
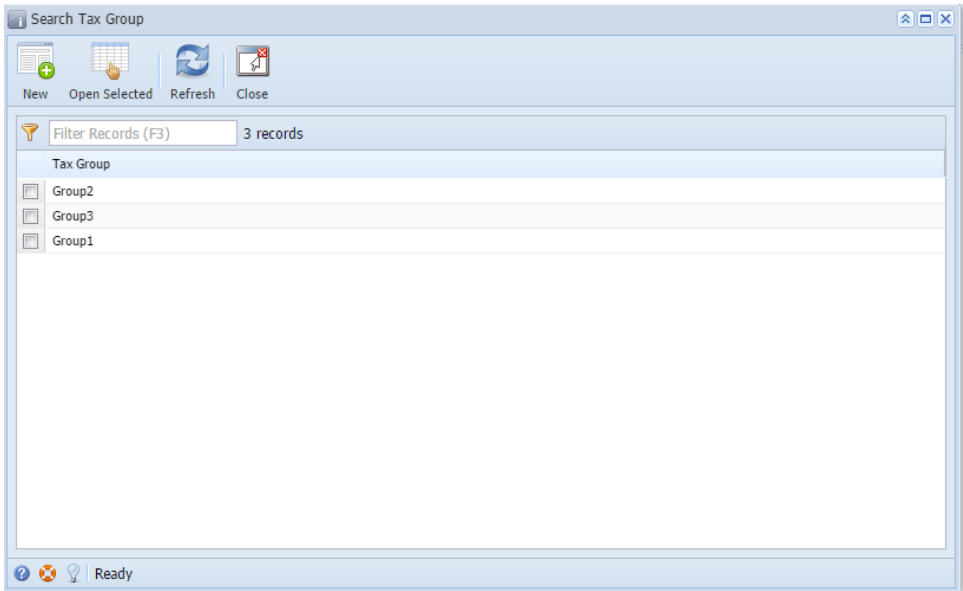
2. From **Search Tax Group** screen, select a record from the list and click **View** button.
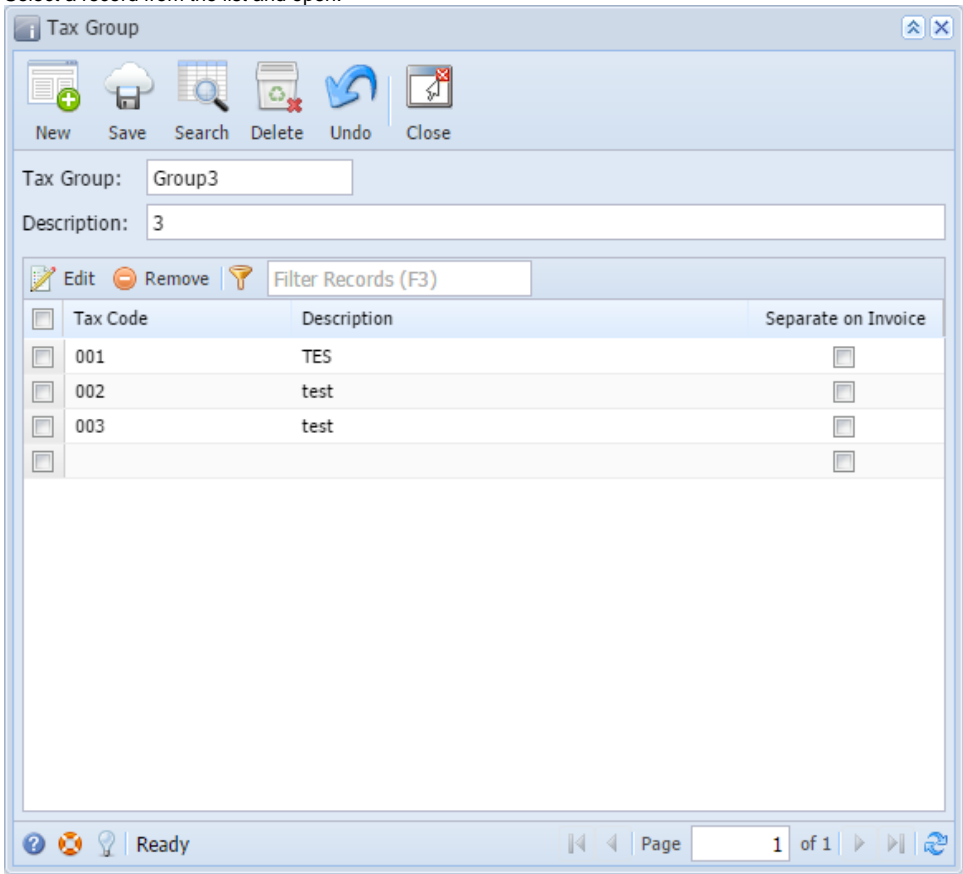

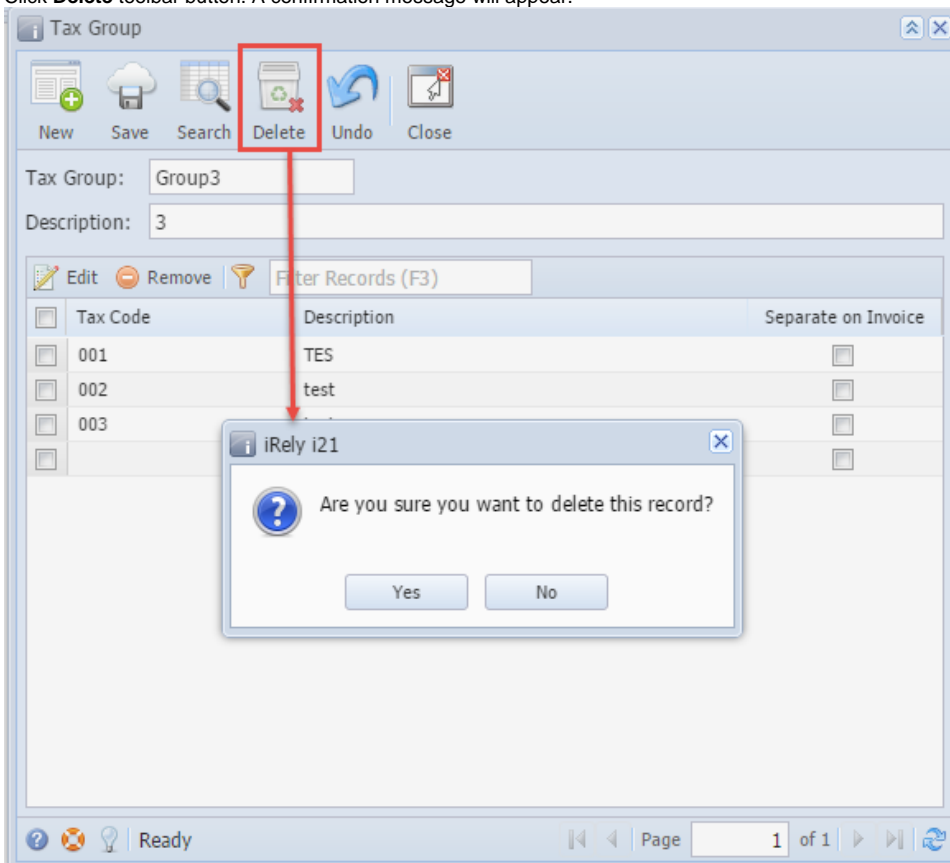3. Click **Delete** toolbar button. A confirmation message will appear.

4. Click **Yes** on the message box.

1. On the user's menu panel go to **Common Info** folder then double click **Tax Group**

2.

3. Select a record from the list and open.

4. Click **Delete** toolbar button. A confirmation message will appear.

5. Click **Yes** on the message box.
6. Click **Save** toolbar button.