

How to Delete Earning Taxes

1. Select taxes from **Earning Taxes** panel.
2. Click **Remove** grid icon from **Earning Types** screen.

Earning Types - ETA

New Save Search Delete Undo Update Employees Close

Details

Earning ID: ETA Calculation Type: Fixed Amount

Description: Earning Type Test

Amount: 5.00 Account ID: 50000-0000-000

W2 Code: Sort Order: 0

Earning Taxes

+ Quick Add Remove Filter Records (F3)

✓ Tax ID	Description	Type	Paid By
✓ FIT	Federal Income Tax	USA Federal Tax	Employ...

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Check the topmost checkbox in the column left side of **Tax ID** column to select all records. Click the checkbox again to deselect all selected records.

3. A confirmation message will be displayed.

The number of record to be deleted will be included in the confirmation message.

4. Click **Yes** button.



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You are about to delete 1 row.
Are you sure you want to continue?

Yes

No

5. Selected tax/es will be removed from the grid.

- Click **Save** toolbar button to save changes made.

The screenshot shows the 'Earning Types - ETA' window. The 'Details' tab is active. The 'Earning ID' is 'ETA' and 'Calculation Type' is 'Fixed Amount'. The 'Description' is 'Earning Type Test'. The 'Amount' is '5.00' and 'Account ID' is '50000-0000-000'. The 'W2 Code' is empty and 'Sort Order' is '0'. Below the details is the 'Earning Taxes' section with a table. The table has columns: Tax ID, Description, Type, and Paid By. The table is currently empty. The status bar at the bottom shows 'Saved'.

- Select taxes from **Earning Taxes** panel.
- Click **Remove** grid icon from **Earning Types** screen.

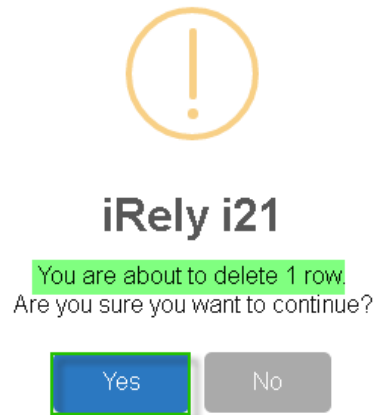
The screenshot shows the 'Earning Types - ETA' window. The 'Details' tab is active. The 'Earning ID' is 'ETA' and 'Calculation Type' is 'Fixed Amount'. The 'Description' is 'Earning Type Test'. The 'Amount' is '5.00' and 'Account ID' is '50000-0000-000'. The 'W2 Code' is empty and 'Sort Order' is '0'. Below the details is the 'Earning Taxes' section with a table. The table has columns: Tax ID, Description, Type, and Paid By. The table contains one record: 'FIT' (Federal Income Tax) with Type 'USA Federal Tax' and Paid By 'Employ...'. The 'Remove' button in the 'Earning Taxes' panel is highlighted with a green box. The status bar at the bottom shows 'Ready'.

Check the topmost checkbox in the column left side of **Tax ID** column to select all records. Click the checkbox again to deselect all selected records.

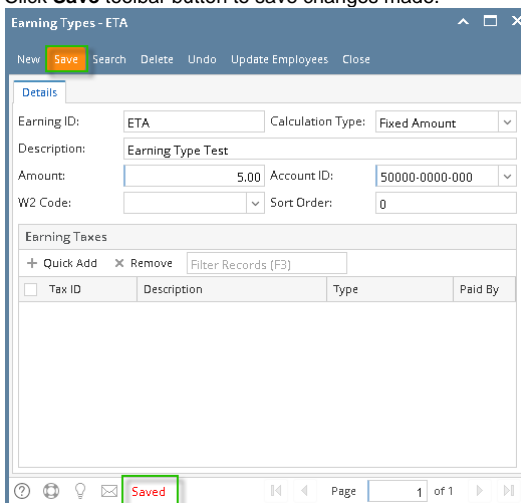
- A confirmation message will be displayed.

The number of record to be deleted will be included in the confirmation message.

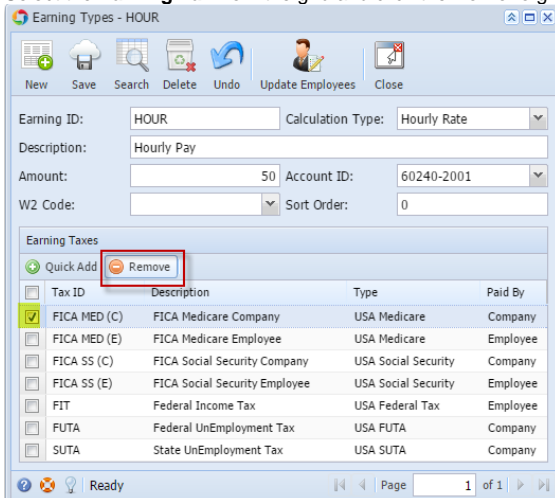
- Click **Yes** button.



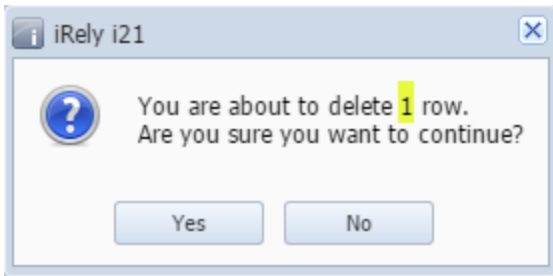
- Selected tax/es will be removed from the grid.
- Click **Save** toolbar button to save changes made.



- Select the **Earning Tax** from the grid and click the **Remove** grid button to delete Earning Tax associated to Earning ID.



- This delete confirmation message will be shown. The number of the selected Taxes to be deleted will be displayed on the confirmation message.



3. Click the **Yes** button to proceed deleting the record.