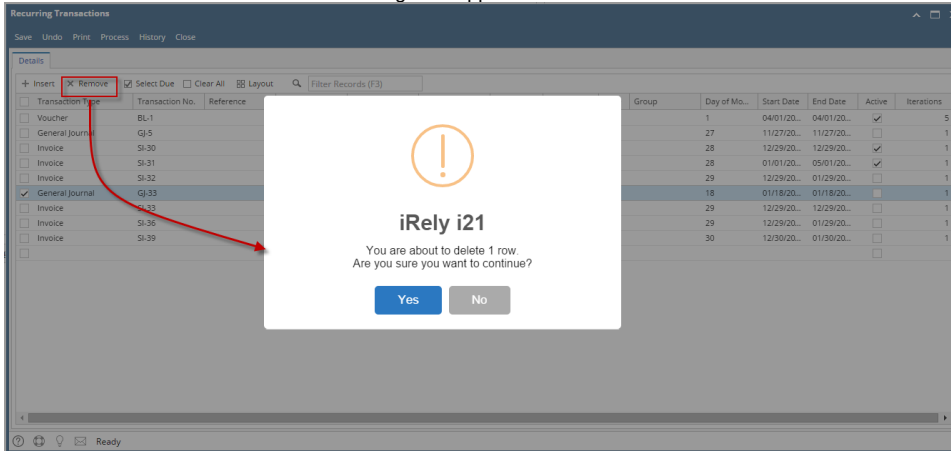


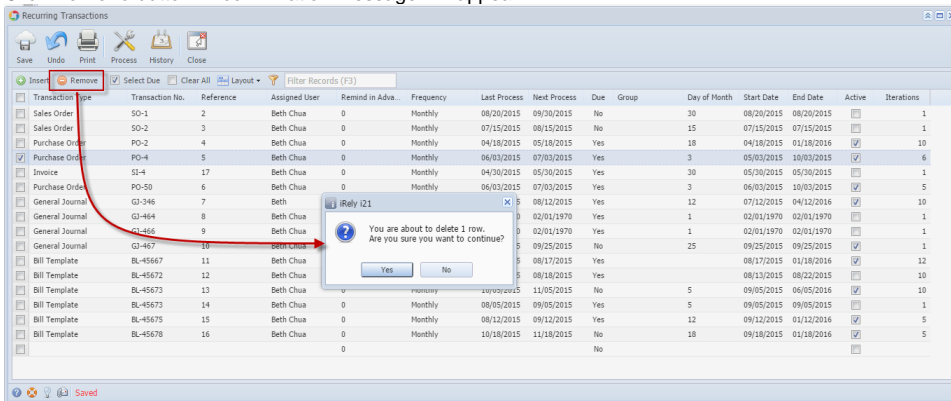
# How to Delete a Record to be Recurred

1. On the user's menu panel go to **Common Info** folder then click **Recurring Transactions**
2. Select a record from the list by clicking on it or the check box besides it.
3. Click **Remove** button. A confirmation message will appear.



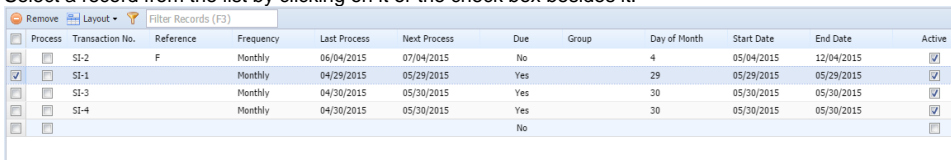
4. Click **Yes** on the message box.
5. Click **Save** toolbar button.

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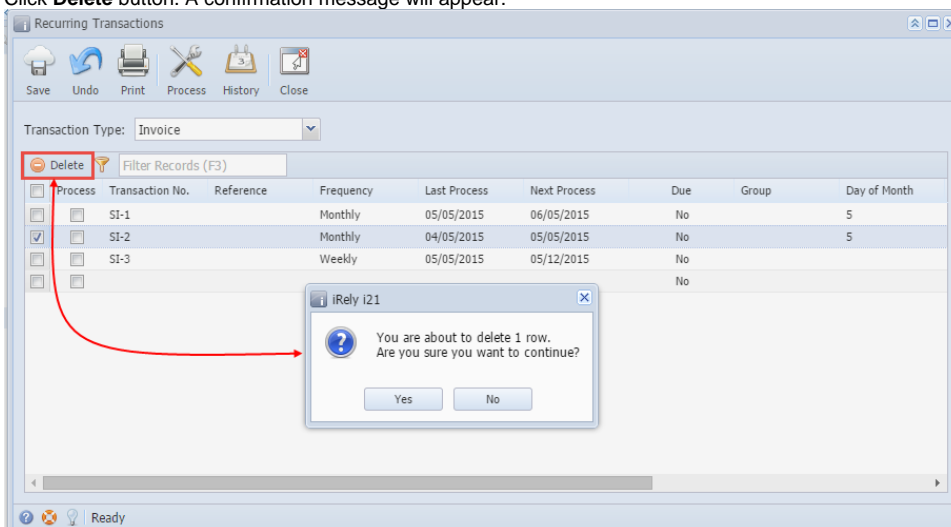
4. Click **Yes** on the message box.
5. Click **Save** toolbar button.

1. On the user's menu panel go to **Common Info** folder then click **Recurring Transactions**
2. Select a record from the list by clicking on it or the check box besides it.





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



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