How to Delete Bank Transaction
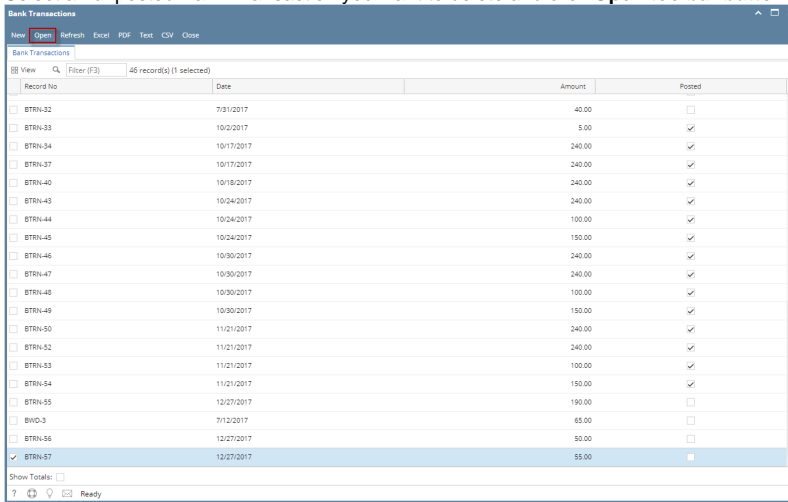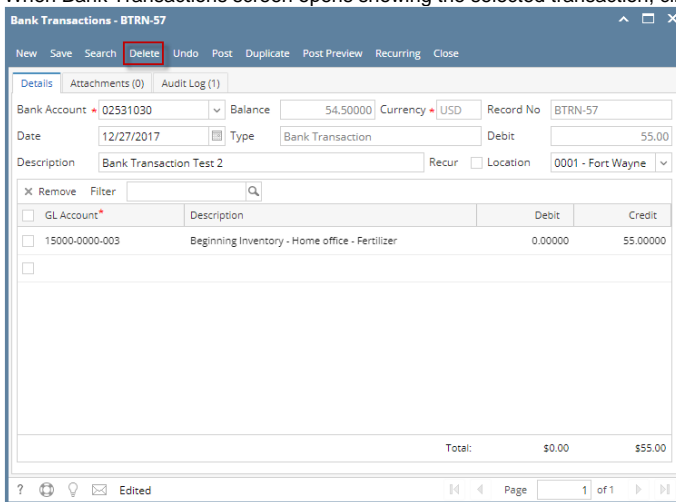
1. Select an unposted Bank Transaction you want to delete and click **Open toolbar button**.

2. When Bank Transactions screen opens showing the selected transaction, click **Delete toolbar button**.

3. This message will be shown. Click **Yes button** to delete the transaction and then close the Bank Transactions screen.

1. Select an unposted Bank Transaction you want to delete and click **Open toolbar button**.

Record No	Date	Amount	Posted
BTRN-1	11/12/2015	100.00	✓
BTRN-2	12/18/2015	100.00	✓
BTRN-3	1/4/2016	5.00	✓
BTRN-4	1/26/2016	1.42	✓
BTRN-5	3/29/2016	5.00	✓
BTRN-6	4/30/2016	100.00	✓
BTRN-7	4/19/2016	22.00	✓
BTRN-8	4/21/2016	2,003.32	✓
BTRN-9	4/21/2016	10.00	✓
BTRN-10	4/27/2016	10.00	✓
BTRN-11	5/1/2016	10,000.00	☐

2. When Bank Transactions screen opens showing the selected transaction, click **Delete toolbar button**.

Bank Transactions - BTRN-11

New Save Search Delete Undo Post Duplicate Post Preview Recurring Close

Details | Attachments (0) | Audit Log (2)

Bank Account ✱ 12152015   Balance   -1,279.24000 Currency ✱ USD   Record No BTRN-11
Date   5/1/2016   Type   Bank Transaction   Debit   10,000.00
Description   CCR REF#   Recur ☐ Location 0001 - Fort Wayne

✕ Remove Filter

GL Account✱	Description	Debit	Credit
63500-0000-000	Company Owned Fees	200.00000	0.00000
12500-0000-000	Company Owned Gross	0.00000	2,200.00000
12500-0001-000	Dealer Sites Net	0.00000	8,000.00000

Total: $200.00 $10,200.00

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3. This message will be shown. Click **Yes button** to delete the transaction and then close the Bank Transactions screen.

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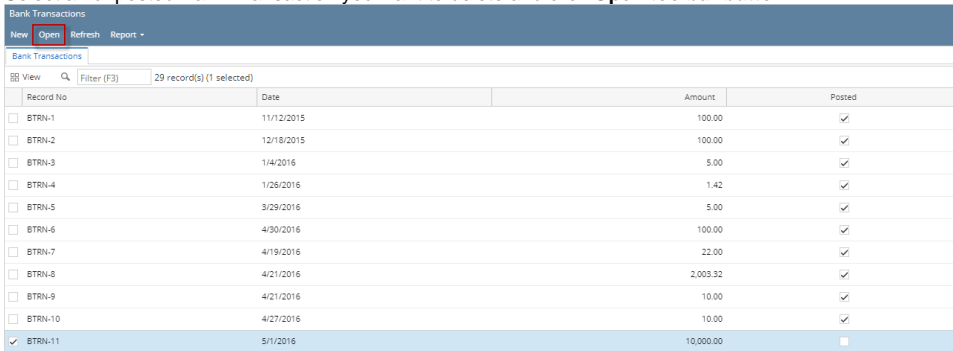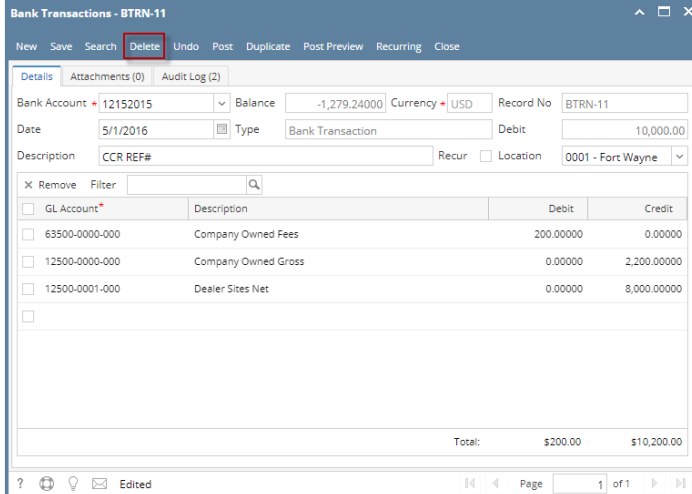Are you sure you want to delete this record?

Yes   No

1. Select an unposted Bank Transaction you want to delete and click **Open toolbar button**.

Record No	Date	Amount	Posted
BTRN-7	4/19/2016	22.00	✓
BTRN-8	4/21/2016	2,003.32	✓
BTRN-9	4/21/2016	10.00	✓
BTRN-10	4/27/2016	10.00	✓
BTRN-11	5/1/2016	10,000.00	
BTRN-12	5/11/2016	10.00	✓
BTRN-13	7/1/2016	11,122.00	✓
BTRN-14	7/6/2016	5.00	✓
BTRN-15	7/8/2016	100.00	✓
BTRN-18	8/17/2016	10.00	✓
BTRN-19	8/26/2016	50.00	✓
BTRN-20	10/1/2016	100.00	
BTRN-21	10/1/2016	350.00	
BWD-1	10/1/2016	265.00	
BTRN-22	10/1/2016	185.00	
BTRN-23	10/1/2016	1,415.00	

2. When Bank Transactions screen opens showing the selected transaction, click **Delete toolbar button**.

3. This message will be shown. Click **Yes button** to delete the transaction and then close the Bank Transactions screen.

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Are you sure you want to delete this record?

Yes   No

1. Select an unposted Bank Transaction you want to delete and click **Open toolbar button**.

	Record No	Date	Amount	Posted
☐	BTRN-1	11/12/2015	100.00	☑
☐	BTRN-2	12/18/2015	100.00	☑
☐	BTRN-3	01/04/2016	5.00	☐
☐	BTRN-4	02/03/2016	15,250.00	☑
☐	BTRN-5	02/03/2016	15,550.00	☑
☐	BTRN-6	03/22/2016	100.00	☑
☐	BWD-1	03/10/2016	120.00	☑
☐	BTRN-7	03/22/2016	158.00	☑
☐	BTRN-8	03/28/2016	12.13	☑
☑	BTRN-9	03/29/2016	100.00	☐
☐	BWD-2	03/29/2016	100.00	☐
☐	BTRN-10	03/31/2016	75.00	☑
☐	BTRN-11	03/31/2016	75.00	☐
☐	BTRN-12	04/01/2016	950.00	☑

2. When Bank Transactions screen opens showing the selected transaction, click **Delete toolbar button**.

3. This message will be shown. Click **Yes button** to delete the transaction and then close the Bank Transactions screen.

1. Select an unposted Bank Transaction you want to delete and click **Open toolbar button**.

	Record No	Date	Amount	Posted
	BTRN-1	11/12/2015	100.00	✔
	BTRN-2	12/18/2015	100.00	✔
	BTRN-3	01/04/2016	5.00	✔
	BTRN-4	02/01/2016	150.00	
	BTRN-5	02/01/2016	50.00	
	BWD-1	02/01/2016	250.00	
	BTRN-6	02/01/2016	150.00	
	BWD-2	02/01/2016	150.00	
	BTRN-8	02/02/2016	35.00	✔
✔	BTRN-9	02/02/2016	10.00	

2. When Bank Transactions screen opens showing the selected transaction, click **Delete toolbar button**.

Bank Transactions - BTRN-9

New   Save   Search   Delete   Undo   Post   Duplicate   Recap   Close

Details

| Bank Account: | 253624539656 | Balance: | 4,700.57 | Currency: USD | Record No: | BTRN-9 |

Date: 02/02/2016   Type: Bank Transaction   Debit: 10.00

Description: interest expense   Location: 0001 - Fort Wayne

✕ Remove   Filter:

	GL Account	Description	Debit	Credit
	72000-0000-000	Interest Expense	0.00	10.00
	Select a GL Account			

3. This message will be shown. Click **Yes button** to delete the transaction and then close the Bank Transactions screen.

iRely i21

Are you sure you want to delete this record?

Yes   No

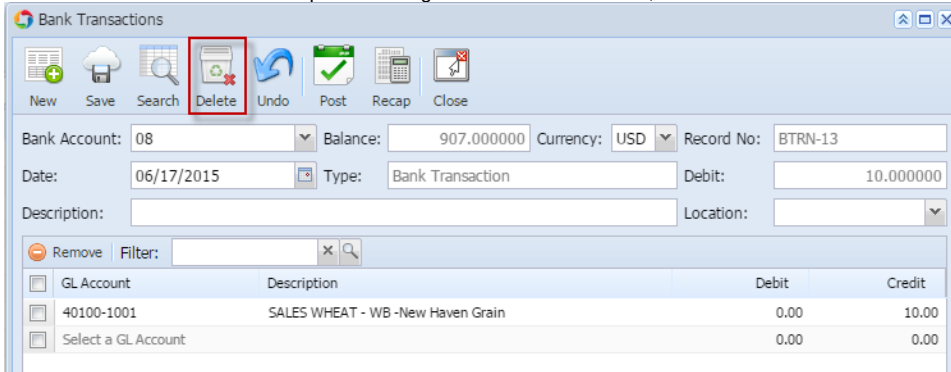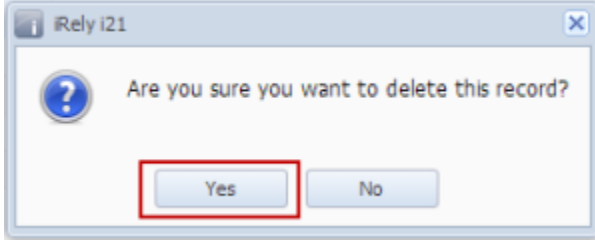1. Select an unposted Bank Transaction you want to delete and click **View toolbar button**.

New   View   Refresh   Close

	Record No	Checkbook	Date	Amount	Posted
	BTRN-1	01	10/07/2014	10.00	✔
	BTRN-2	01	10/08/2014	10.00	✔
	BTRN-3	01	10/08/2014	50.00	✔
	BTRN-4	01	10/08/2014	50.00	✔
	BTRN-5	01	10/09/2014	100.00	✔
	BTRN-6	01	10/22/2014	1,100.00	✔
	BTRN-7	01	11/14/2014	10.00	✔
	BTRN-8	01	02/02/2015	10.00	✔
	BTRN-9	01	02/02/2015	110.00	✔
	BTRN-10	RR	06/10/2015	100.00	✔
	BTRN-11	08	06/17/2015	10.00	
	BTRN-12	08	06/17/2015	7.00	✔
	BWD-1	08	06/17/2015	150.00	
✔	BTRN-13	08	06/17/2015	10.00	

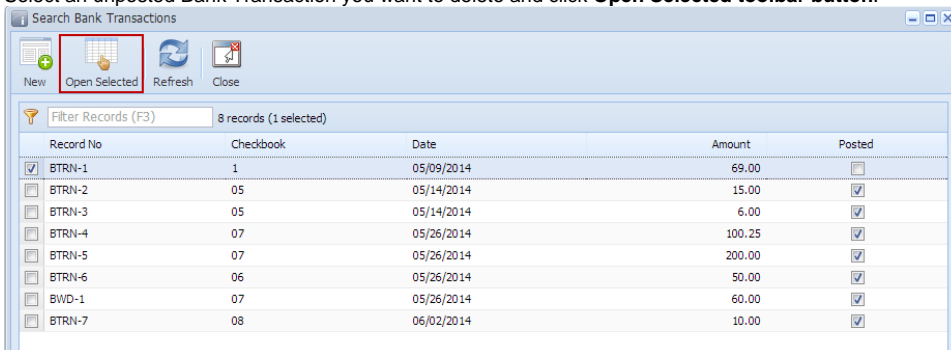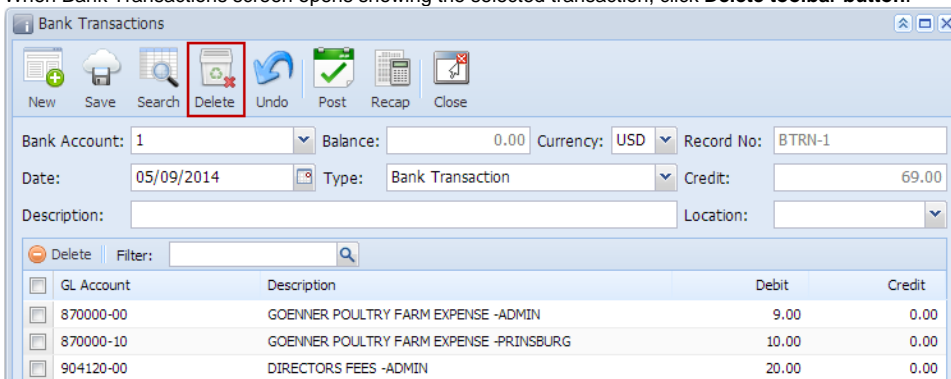2. When Bank Transactions screen opens showing the selected transaction, click **Delete toolbar button**.

3. This message will be shown. Click **Yes button** to delete the transaction and then close the Bank Transactions screen.

1. Select an unposted Bank Transaction you want to delete and click **Open Selected toolbar button**.

2. When Bank Transactions screen opens showing the selected transaction, click **Delete toolbar button**.

3. This message will be shown. Click **Yes button** to delete the transaction and then close the Bank Transactions screen.