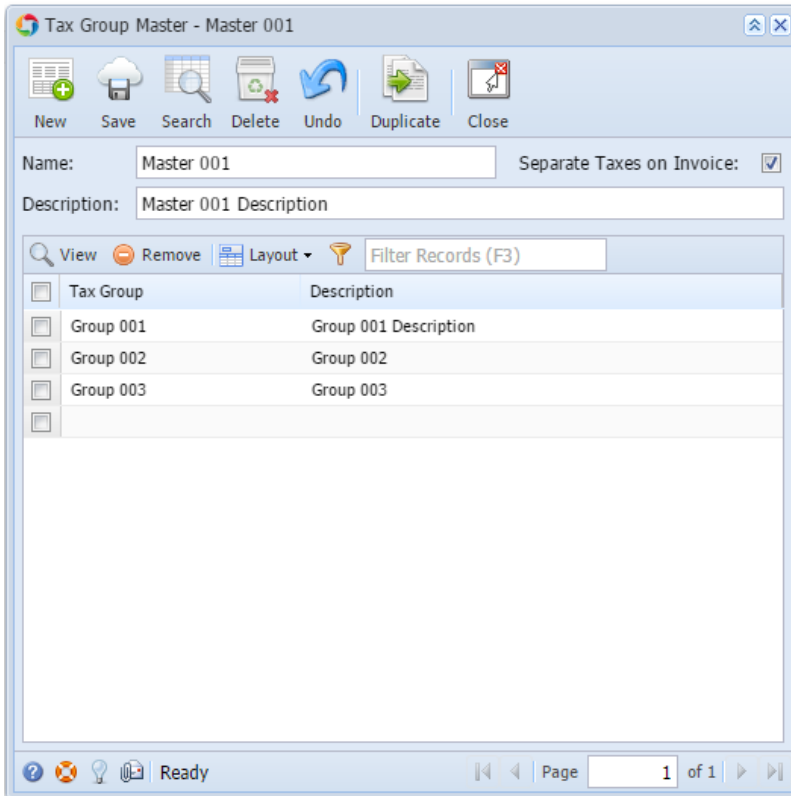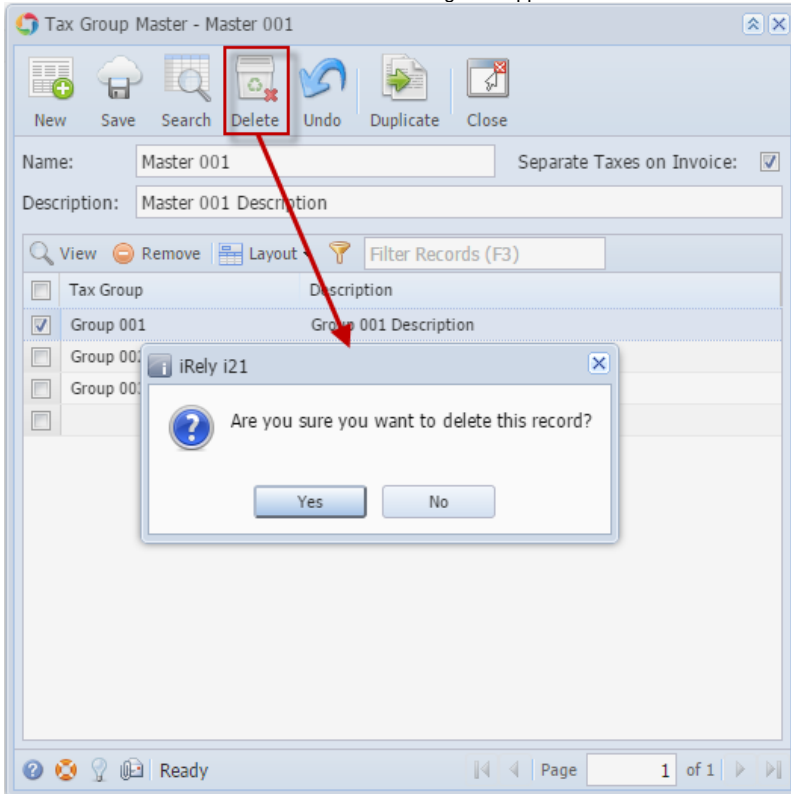# How to Delete a Tax Group Master

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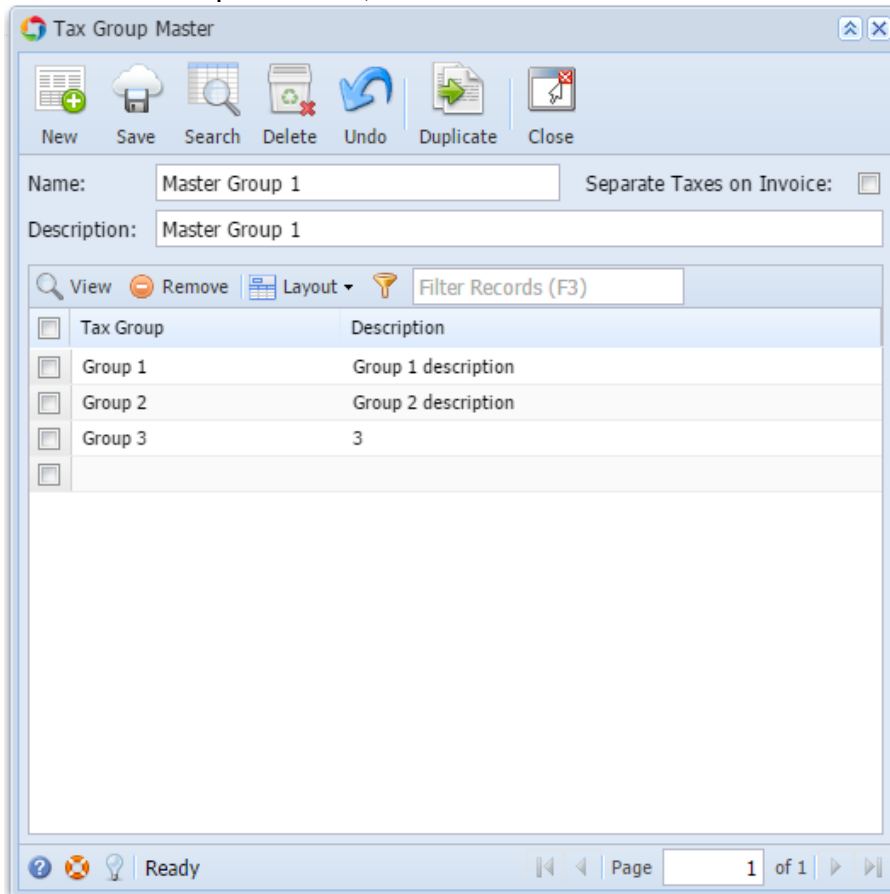

3. Click **Delete** toolbar button. A confirmation message will appear.
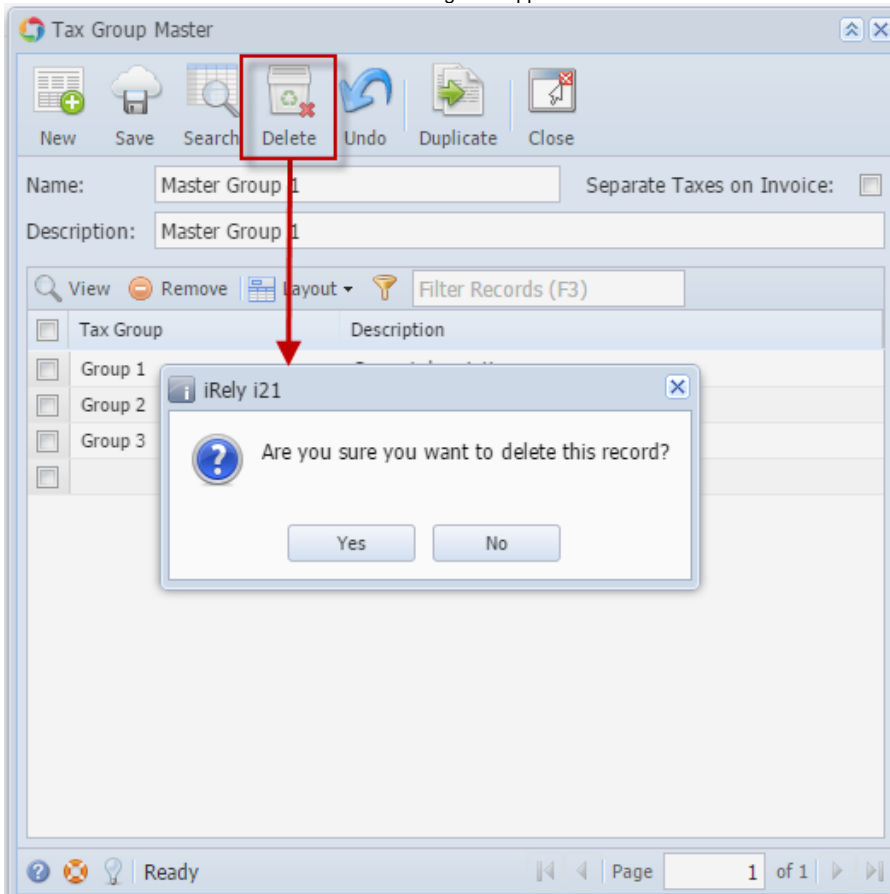

4. Click **Yes** on the message box.

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