

Mass Delete Transactions

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This page is used to mass delete transactions.

Perform a mass delete:

Field	Description
Bank Account Grp	Type the bank account group code to be used. If the bank account group code is not known, click ⋮ . The Bank Account Grp lookup is displayed. This field is required.
Date From	Type the beginning date from which you want to delete transactions.
Date To	Type the ending date to which you want to delete transactions.
Cleared Only	Select to only delete cleared (reconciled) transactions during the indicated date range.
Outstanding Only	Select to only delete outstanding (unreconciled) transactions during the indicated date range.
Both	Select to delete both cleared (reconciled) and outstanding (unreconciled) transactions during the indicated date range.

Click **Execute**.

Other functions and features:

	Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.