

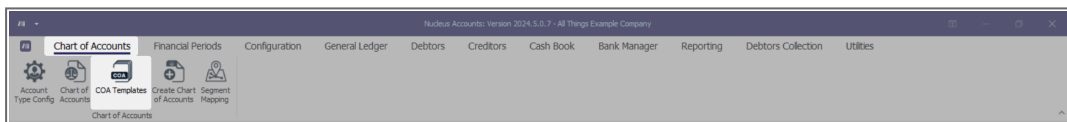
CHART OF ACCOUNTS

CHART OF ACCOUNTS TEMPLATE - DELETE

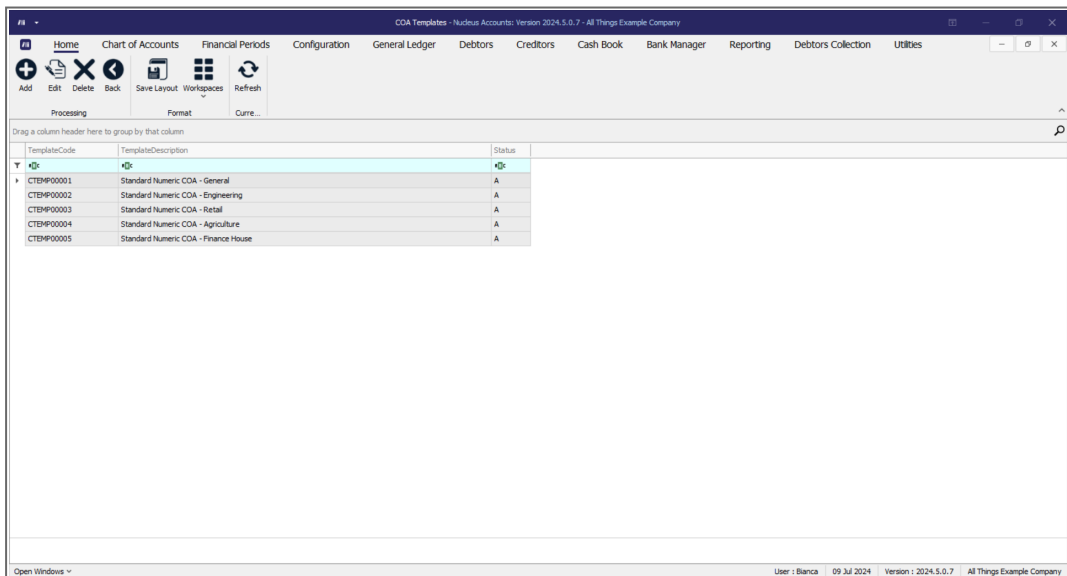
The Chart of Accounts Template screen gives you the ability to predefine multiple chart of accounts templates. This feature allows a company to easily adopt a suitable template during the creation of a new company profile. Consequently, the selected template will automatically generate the chart of accounts.

COA TEMPLATE LISTING SCREEN

Ribbon Select Chart of Accounts - COA Templates

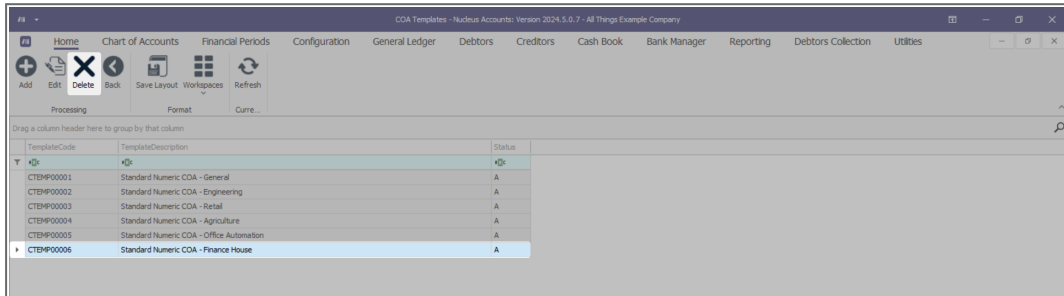


- The **COA Templates Listing** screen will be displayed.

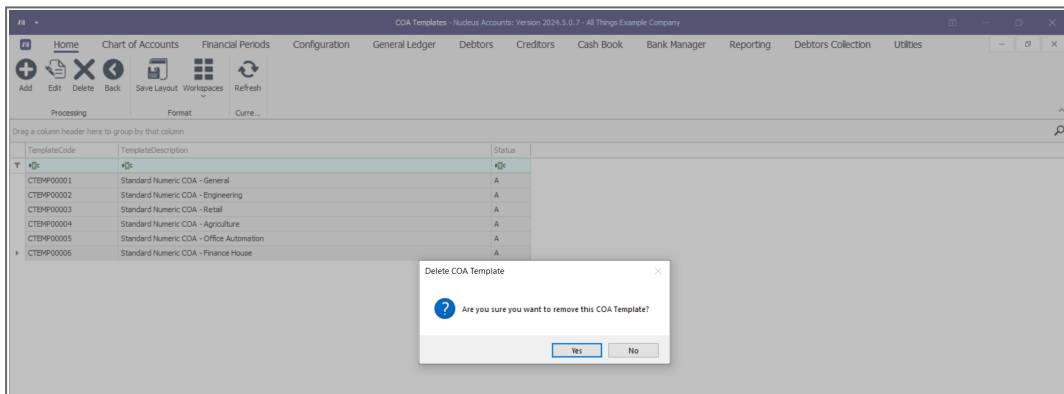


DELETE A COA TEMPLATE

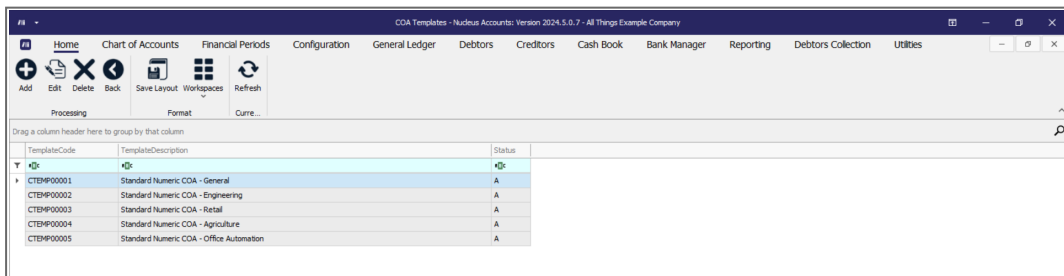
- Click on the row selector in front of the COA Template that you would like to Delete.
- Click on the **Delete** button.



- A message box will come up asking; '**Are you sure you want to remove this COA Template?**'
 - Select **Yes** to confirm deletion, else select No.



- The record will be set to Inactive and removed from the listing.



Related Topics

- [COA Template Intro](#)
- [Add COA Template](#)
- [Edit COA Template](#)
- [Delete COA Template](#)

ACCT.COA.COAT.Delete

