

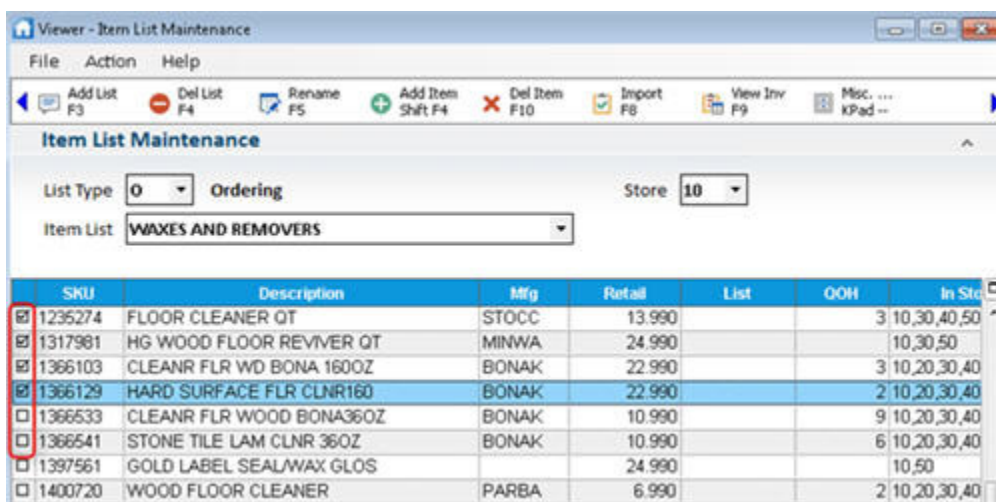
[Home](#) > [Inventory](#) > [Item Lists](#) > Deleting Item Lists

Deleting Item Lists

Use the Item List Maintenance Viewer to delete items from an item list, or to delete an item list when you no longer need it.

Deleting Items from an Item List

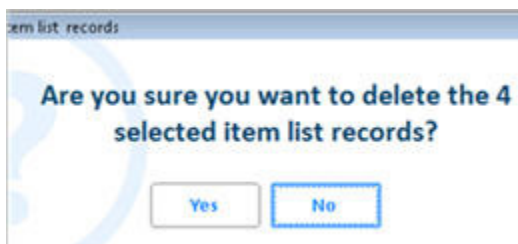
1. [Open the Item List Maintenance Viewer](#).
2. In the Item List field, select the item list from which you want to delete items, and press Enter. The list displays in the grid.
3. Use the check boxes to indicate which items you want to delete.



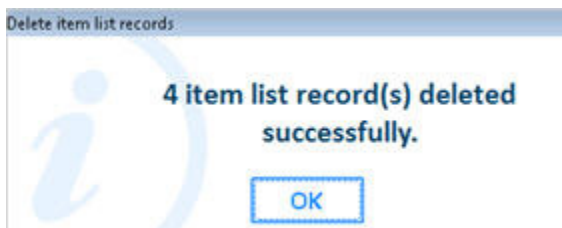
The screenshot shows the 'Viewer - Item List Maintenance' window. The 'Item List' dropdown is set to 'WAXES AND REMOVERS'. The grid below contains the following items:

SKU	Description	Mfg	Retail	List	OOH	In Sto
<input checked="" type="checkbox"/> 1235274	FLOOR CLEANER QT	STOCC	13.990		3	10,30,40,50
<input checked="" type="checkbox"/> 1317981	HG WOOD FLOOR REVIVER QT	MINWA	24.990			10,30,50
<input checked="" type="checkbox"/> 1366103	CLEANR FLR WD BONA 160OZ	BONAK	22.990		3	10,20,30,40
<input checked="" type="checkbox"/> 1366129	HARD SURFACE FLR CLNR160	BONAK	22.990		2	10,20,30,40
<input type="checkbox"/> 1366533	CLEANR FLR WOOD BONA36OZ	BONAK	10.990		9	10,20,30,40
<input type="checkbox"/> 1366541	STONE TILE LAM CLNR 36OZ	BONAK	10.990		6	10,20,30,40
<input type="checkbox"/> 1397561	GOLD LABEL SEALWAX GLOS		24.990			10,50
<input type="checkbox"/> 1400720	WOOD FLOOR CLEANER	PARBA	6.990		2	10,20,30,40

4. Click Del Item (F10). Click Yes to confirm the deletion.

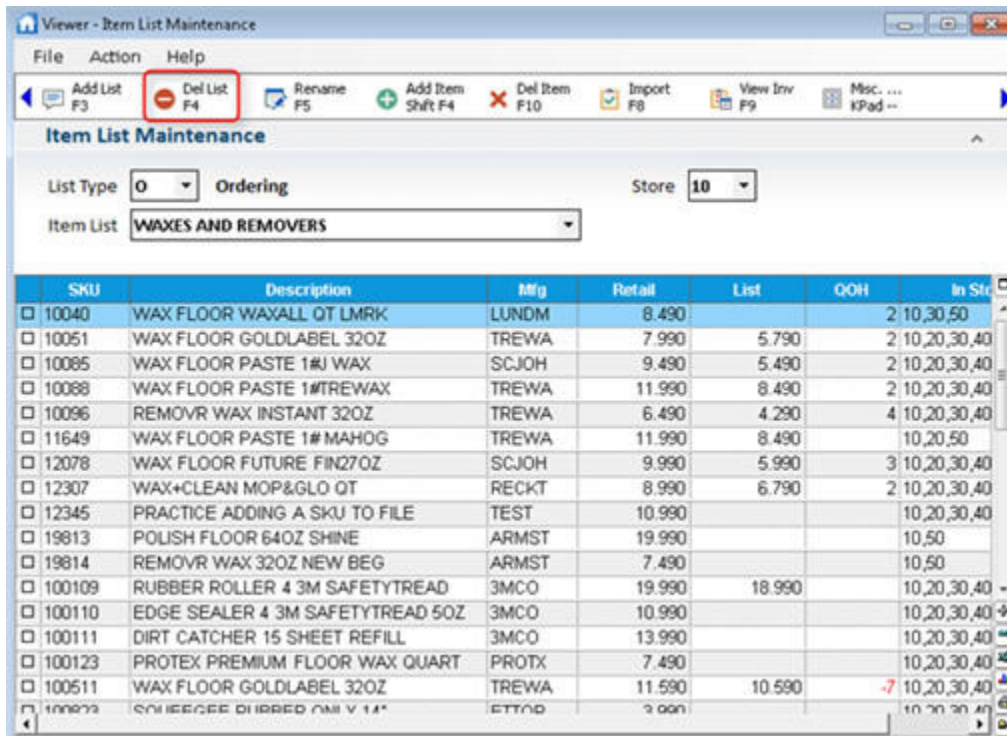


5. Click OK.

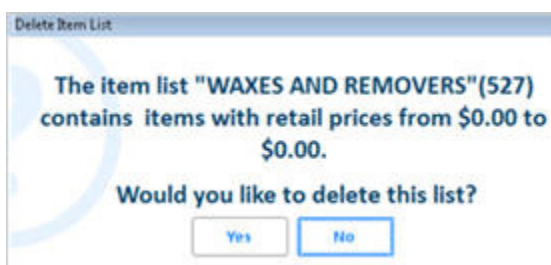


Deleting an Item List

1. [Open the Item List Maintenance Viewer](#) .
2. In the List Type drop-down, select the type of list you are deleting.
3. In the Item List field, select the Item List you want to delete, and press Enter. The list displays in the grid.



4. Click Delete List. A confirmation window displays. Click Yes to continue and delete the list. Click No to return to the viewer.



Note: An item list cannot be deleted if it is currently linked to a Dynamic Promotion, whether the promotion is active or inactive.