Delete a Bank Account from a Family

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To delete a bank account from a Family record:

- 1. In the *Family* record, select the **Billing Info** tab.
- 2. Clear the Bank Name, Bank Transit #, Institution ID, Account Type, and Account Name fields.
- 3. Select the Edit Bank Account Info button.
- 4. In the *Edit Bank Account* window, select **Delete Acct#.**
- 5. When asked, Are you sure you want to delete the selected bank account number?, select **OK**.
- 6. Close the window.