Deleting Previously Entered Wire Payment Information

This guide illustrates deleting previously entered wire payment information from a Payment Request.

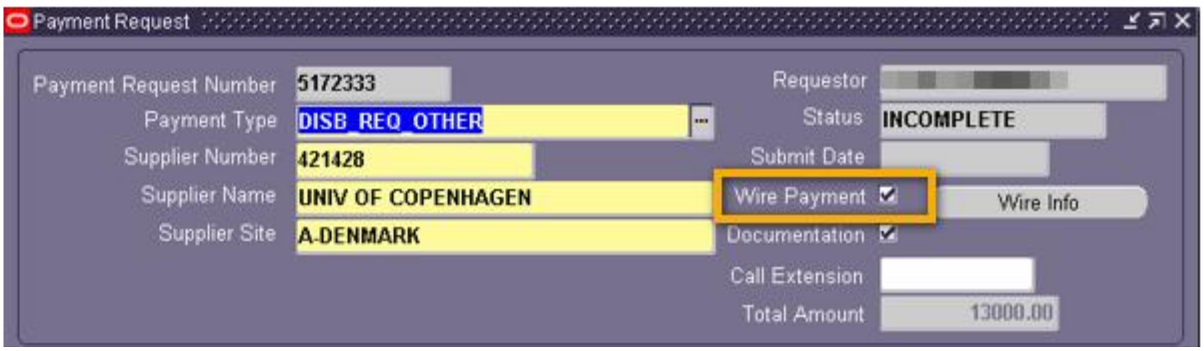
***Note** that once this information has been deleted, it cannot be retrieved.*

Step 1

[Locate the Payment Request](#) you want to delete wire payment information from.

Step 2

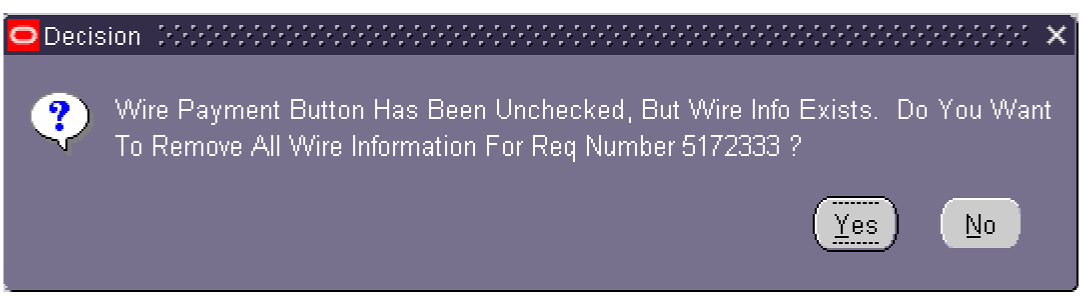
Uncheck the Wire Payment field.



Step 3

A Decision form will appear.

- Choose Yes to remove the previously entered wire information.
- A confirmation Note will appear notifying you of successful deletion.
    - Click OK.



Step 4

Verify that the wire information has been deleted.

- The Wire Info button should now be greyed out and inactive.