

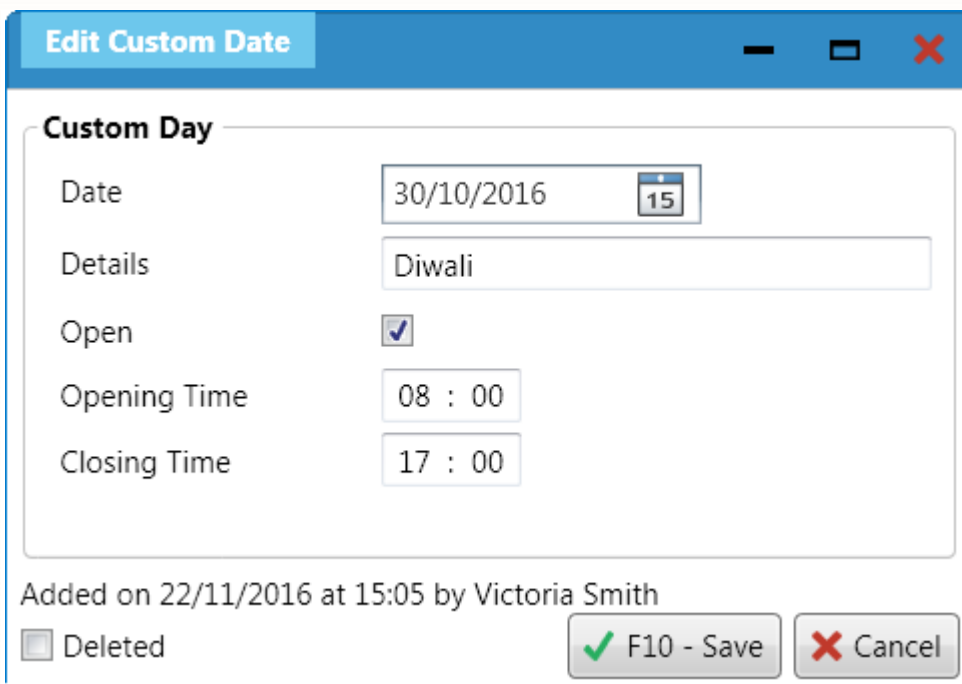


## Deleting a Custom Date

 You will need to check existing SDM/ID/RPPR schedules when custom dates or opening days are amended.

 You cannot delete default public holidays.

1. From the Edit Custom Dates, highlight the custom date you want to delete and press **[F2 – Edit]**.
2. The Edit Custom Date window displays.



3. Select the  Deleted tick box.
4. Press **[F10 – Save]**.

## Revision History

| Version Number | Date        | Revision Details | Author(s)            |
|----------------|-------------|------------------|----------------------|
| 1.0            | 11 May 2022 |                  | Joanne Hibbert-Gorst |
|                |             |                  |                      |
|                |             |                  |                      |

### Contact us

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