

Deleting customers

You can delete a customer from the system.

Requirements: You must have a customer role that includes the Delete Customer right.

1. On the home page, click **Administration**.
2. In the **Administration** area, click **Customers**.
3. In the drop-down **View** list, select customer's category (for example, **All Customers** or **My Customers**).
4. In the **Customers** list, right-click a customer's name and select **Delete Customer**.
5. In the Delete Customer message that appears, click **Confirm**.