


## DELETING MULTIPLE BATCHES

Transfer/Pay

Batch Transactions

This window has changed. See highlighted Select All/Deselect All/Delete



# Batch Transactions

CREATE BATCH

BATCH HISTORY

PROCESSED DATE

FROM 01/01/2021 TO 30/06/2021

SEARCH

ALL

NEW

FAILED

PENDING

SCHEDULED

PROCESSED


SELECT ALL

DESELECT ALL

DELETE

UNSCHEDULED BATCHES

☐



BATCH2123

FROM ACC [REDACTED]

STATUS: NEW

\$0.00


0 PAYMENTS


...

You can select a date range with drop down boxes to delete batches

Click search



**ccfs**  
Churches of Christ  
Financial Services

Batch T

CREATE BATCH

PROCESSED DATE

FROM 01/04/2020 TO 30/04/2020

SEARCH

BATCH HISTORY

ALL

NEW

FAILED




PENDING

SCHEDULED

PROCESSED

[SELECT ALL](#) | [DESELECT ALL](#) | [DELETE](#)

Click Select All and the box on the side has a tick then delete

22 APR 2020			
<input checked="" type="checkbox"/>	 BATCH2149 FROM ACC [REDACTED] STATUS: PROCESSED ON 22/04/2020	\$221.25 2 PAYMENTS	...
<input checked="" type="checkbox"/>	 CEMTEX-592 FROM ACC [REDACTED] STATUS: PROCESSED ON 22/04/2020	\$24,574.69 17 PAYMENTS	...
20 APR 2020			
<input checked="" type="checkbox"/>	 BATCH2148 FROM ACC [REDACTED] STATUS: PROCESSED ON 20/04/2020	\$40,000.00 1 PAYMENTS	...

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This message appears to confirm that you want to do this

Are you sure you want to delete the selected batches?

NO

YES

Click Yes and then continue

Batches have been successfully deleted

CONTINUE