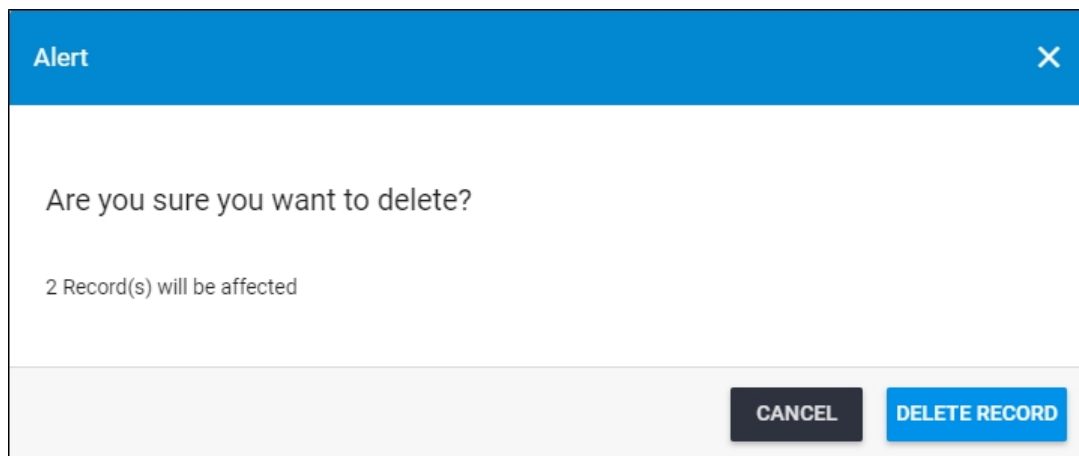


## Delete order file

To delete a file related to the order, follow these steps:

1. Go to Files tab then select the file you want to delete by following any of these methods:
  - Select “Delete Record” from the Actions menu next to the file you want to delete,
  - Click the checkbox on top of the records to select all files then click the **Delete** button,
  - Click the checkbox(es) next to the file you want then click the **Delete** button,

The following message appears showing the number of selected files:



You can click **Cancel** to keep the records.

2. Click **Delete Record** to confirm deleting the file. The file is removed from the list.