

Delete tree

To delete a tree, follow these steps:

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

The following message appears showing the number of selected records:



2. Click **Delete Record** to confirm deleting the tree. Its status changes to “Inactive”.

You can activate the tree by following the steps mentioned in “[Activate tree](#)”.