

# ClubRunner

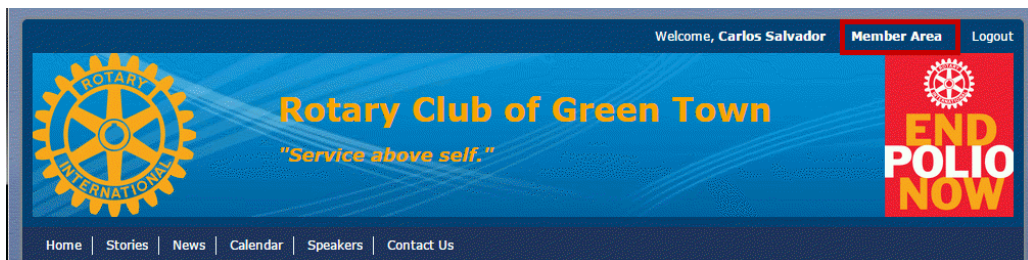
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## How do I delete a bulletin?

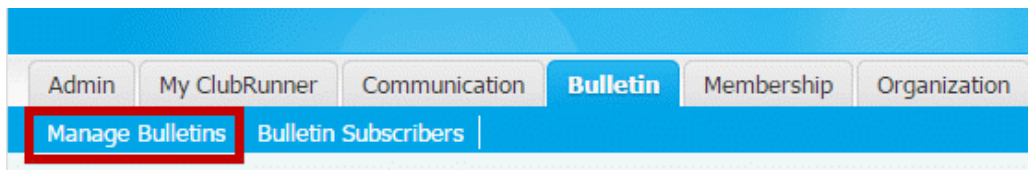
Michael C. - 2021-02-04 - [Bulletins](#)

Bulletins are newsletters that can be sent to your members, other users, friends and online subscribers. You can create, edit or delete bulletins as needed.

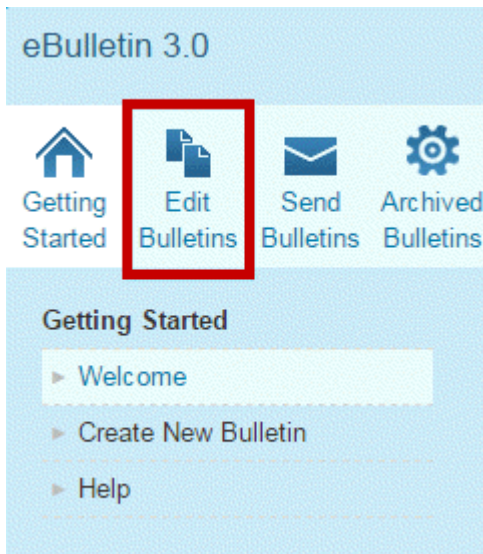
1. In order to **Delete** a bulletin, you must login to your club's webpage and then access the **Member Area**.



2. Click on the **Bulletin** tab, and then on the **Manage Bulletins** link.



3. Click on the **Edit Bulletins** button found on the left side, under the eBulletin 3.0 header.



4. Now locate the bulletin within the list and click on the **Delete** link under the **Actions** header.

## Bulletin List

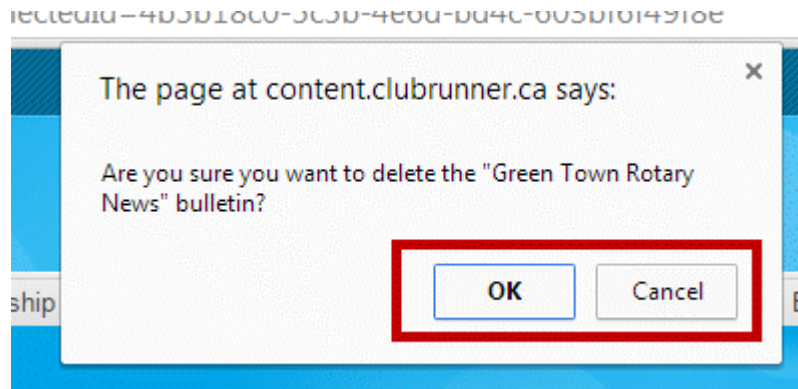
Click on Bulletin Name or Edit to access the bulletin designer.

Search:

[+ Create New Bulletin](#)

Group	Date	Name	Last Sent	Published On	Visible on website	Actions
General	Nov 17, 2014	Green Town Rotary News				<a href="#">Edit</a>   <a href="#">Live Preview</a>   <a href="#">Copy</a>   <a href="#">Send</a>   <a href="#">Delete</a>   <a href="#">Archive</a>
General	Nov 17, 2014	Green Town Rotary News				<a href="#">Edit</a>   <a href="#">Live Preview</a>   <a href="#">Copy</a>   <a href="#">Send</a>   <a href="#">Delete</a>   <a href="#">Archive</a>
General	Oct 27, 2014	Bulletin Migrated From V2		Nov 27, 2014		<a href="#">Edit</a>   <a href="#">Live Preview</a>   <a href="#">Copy</a>   <a href="#">Send</a>   <a href="#">Delete</a>   <a href="#">Archive</a>

5. A warning message will appear to confirm your selection.



6. A confirmation message will appear if the delete was successful.

