ClubRunner

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How to delete a Cloud Event

Michael C. - 2025-10-16 - Events & Calendar

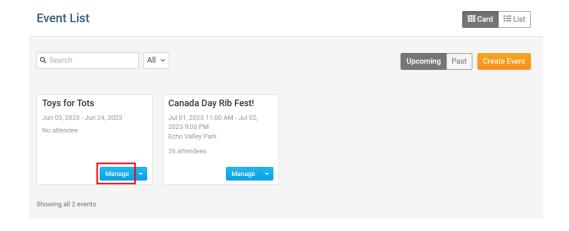
Events still in draft mode or live events without any registrations can be deleted, in the event that they were created in error, as a test event, or they are simply no longer needed.

Warning

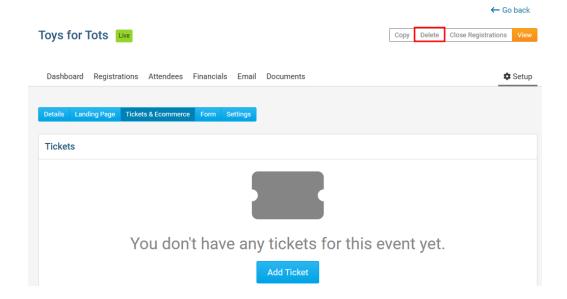
Once an event is deleted, it cannot be restored, and all the details will be removed.

Deleting an Event

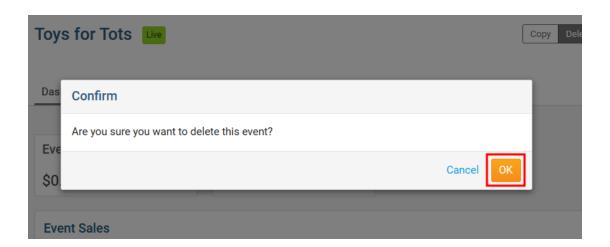
- In order to access Cloud Events, you must go to your website's homepage and log in. To do this please click the Member Login link near the top right.
- After you enter your login name and password it will return you back to the homepage. Click Member Area near the top right.
- Along the top of the screen, you will see several tabs. Click on the Events tab, and then click on Cloud Events.
- 4. You will then be brought to the **Event List** page, where you will be able to see each of your existing events. Click **Manage** on the event you would like to delete.



5. Near the top right of the page, click on the Delete button.



6. Click $\mathbf{O}\mathbf{K}$ to confirm you would like to delete the event.



Note