Edit a Credit Reason

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To edit a Credit Reason, from the main menu, arrive at the Credit Reasons setup with this path: Setup > Other > Credit Reasons.

The Credit Reasons list will be displayed. Locate the Credit Reason you want to edit, and then click on the Edit button (pencil icon).

+ Add Credit Reason	ND inactive credit reason
Name	: Action
Bad Debt	🖉 Edit 🕅 🛅 Delete
Data Conversion	Selit Delete
Early Pay Discount	Sedit 🛅 Delete
EFT Refund	🖋 Edit 🛅 Delete
Goodwill	Sedit 🛅 Delete
Install-Invoiced in Error	🖋 Edit 🛅 Delete
Install-Issues	🖋 Edit 🛅 Delete

The Credit Reason form will be displayed. Make the necessary changes, and then click the Save button when finished.

