

Delete an Access ACS Calendar Event

You can delete an Access ACS Calendar Event.

After deleting a tentative community event, you can send an event rejection notification e-mail to the event creator. If desired, enter any additional information in the **Details** field. This is included in the e-mail.

To delete the event from the calendar without sending a notification e-mail, click **Cancel**.

To delete an event

1. On the calendar, click the event name.
2. To delete the event, click **Delete**.
3. Click **Go**.

Related Topics

[Edit an Access ACS Calendar Event](#)
[Add an Event](#)