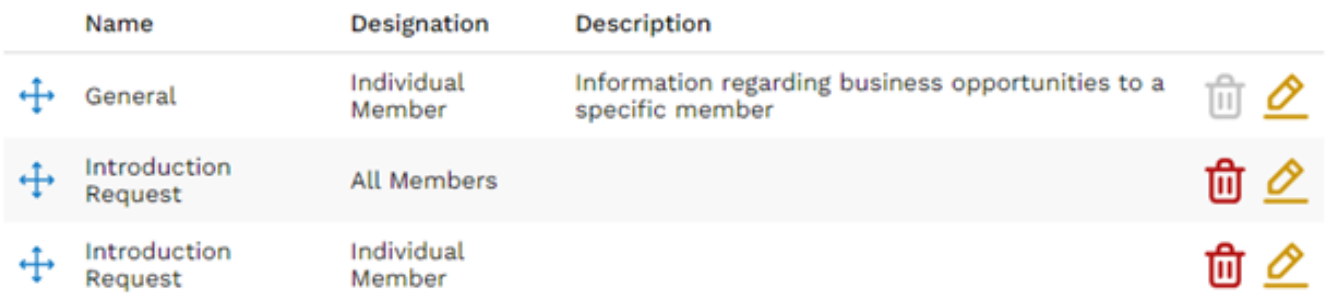
Manage My Referrals

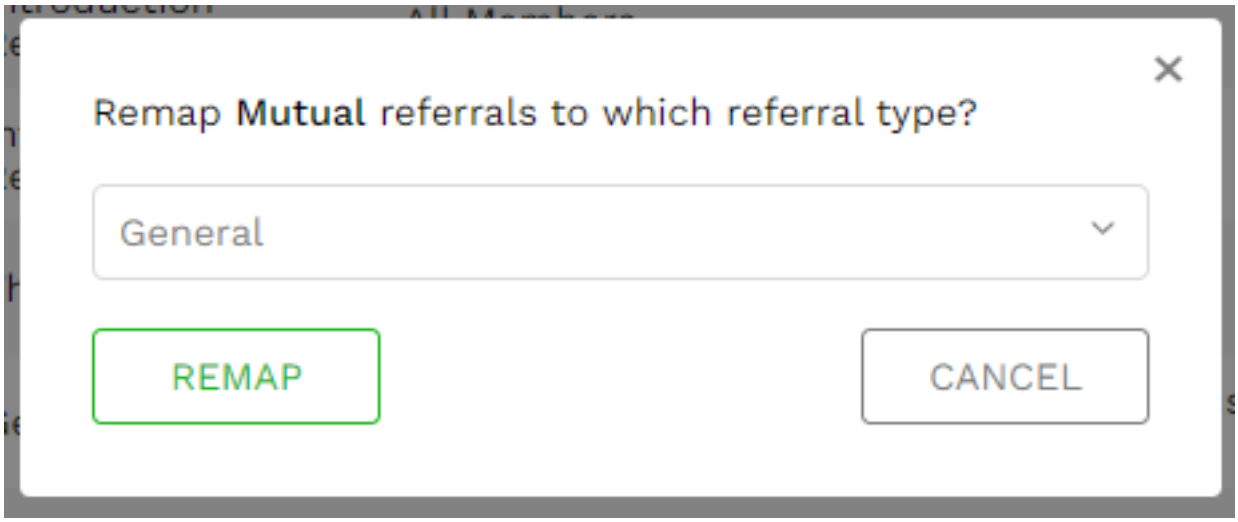
How do I remove a referral type?

To remove a referral type, follow these steps:

1. Go to the Admin Tools tab at the top.
2. Go to Organization Settings under the Organization Management heading.
3. Scroll down to the Referral Types heading.
4. Click on the red trash bin icon. The only referral type you cannot delete is the General referral type, which is the default referral type for every Biznomos account.



5. After clicking on the red trash bin icon, choose where you'd like that referral type to remap to – since you'll be deleting a referral type with referrals using this referral type, those referrals will then remap to whichever referral type you choose.
6. Click on the green Remap button. If you chose the wrong referral type to delete or you changed your mind about deleting the referral type, click on the gray Cancel button.



Didn't find what you're looking for? Contact Biznomos Support online or call toll-free at 1-800-232-3989 for additional help.

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URL: https://help.biznomos.com/content/6/19/en/how-do-i-remove-a-referral-type.html