

## Can line item be deleted from Approved purchase order?

- **Product:** Voyager
  - **Product Version:** all
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### Question

Can a line item be deleted from a purchase order with Approved status?

### Answer

No - a line item cannot be deleted from an Approved purchase order.

### Additional Information

When the status of a PO is changed to Approved, the data that can be changed becomes more limited. The Price, Intended Location, Ledger/Fund, and Link to Holdings data of line items on approved POs can be edited, but the line item cannot be deleted.

There are a couple of other options for the line item: a) delete the PO completely, or if that's not possible because other line items need to be retained, b) cancel the line item or c) copy the PO (with components re-linked if there are other lines with components that should be retained), delete the line item on the new PO, and then delete the old PO.

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