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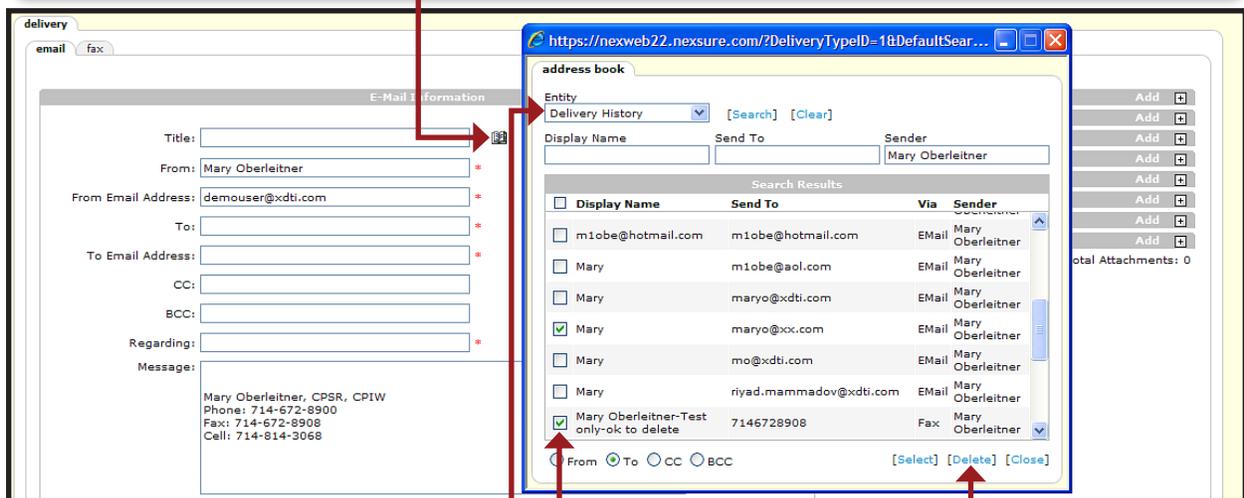
## Cleanup Delivery History

When Delivery History is holding information that is no longer needed, perform the following steps to clean up the Delivery History:

1. Locate the appropriate client through **SEARCH** and click the **DELIVERY** link at client or policy level.



2. On the **delivery > email** or **fax** tab, click the **Address Book** icon to display the **Address Book** dialog box.



3. In the **Entity** list, select **Delivery History**.

4. Select the check box next to any email addresses that need to be removed and click **[Delete]**. All of the selected addresses will be removed from the **Delivery History** so that the next time the address book is opened only valid addresses will be available to select.