

Cancelling a Transaction

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If there is a problem with an item, you can cancel a transaction before it is paid. Once an item has been paid, it can not be cancelled.

Quick Steps: Go to **AUCTIONDESQ / TRANSACTIONS / UNPAID / CANCEL**

Cancel a Transaction:

1. Within the Management Console, select **AUCTIONDESQ** from the top menu, then **TRANSACTIONS** from the left menu.
2. Click on the **UNPAID** tab at the top of the page.
3. Find the transaction you wish to cancel, and click **CANCEL** next to the transaction.

Cancelling a Transaction means that a buyer can no longer pay for that item. Cancelling a Transaction should only be used if you encounter issues with the buyer paying for the item.

Next Steps:

Related Topics:
