

Deleting a Dispatch Location Through Dispatch

Last Modified on 09/04/2024 2:03 pm EDT

Overview

To delete a location, a Command Center administrator must delete its associated [library object](#) in the app. If a location is currently being used with a scheduled or active dispatch, officer, or task, you cannot delete that location or its indoor location.

Dispatch locations can also be deleted through Dispatch if the **Available in Dispatch** field on the location is set to no within the **Locations** screen in **Library** section within Resolver.

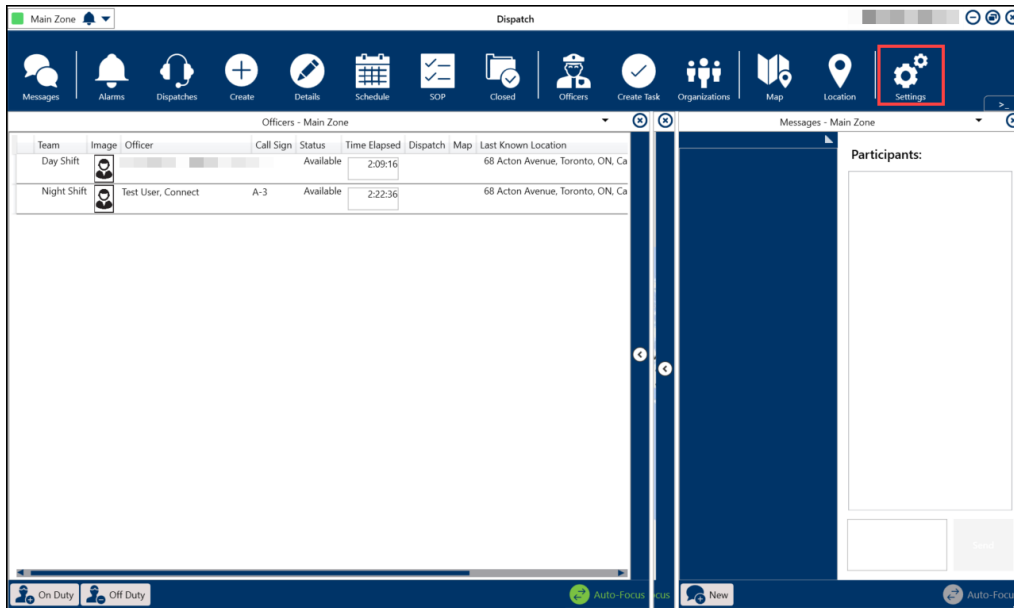
The screenshot shows the Resolver app interface. At the top, there's a navigation bar with tabs: Library, Org Structure, Activity Types, Locations (selected), People, Processes, Organizations, Vehicles, and Assets. Below the navigation bar, the title 'Riverdale Industries HQ' is displayed. The 'Locations' tab is active, showing a map of the location. The 'Available in Dispatch' field is highlighted with a red box and set to 'No'. Other fields include 'Property Name' (Riverdale Industries), 'Location' (454 Cedar Ln, Teaneck, NJ 07666-1711, United States), 'Location Photo' (drag an image here or click to select...), 'Postal/Zip Code' (07666), 'Latitude', and 'Longitude'.

Available in Dispatch Field

If a location is associated with a closed dispatch (or its task), that location can't be deleted until the dispatch is no longer displayed on the **Closed Dispatches** panel. To specify how long closed dispatches will appear on the panel, see [Configure Closed Dispatches](#).

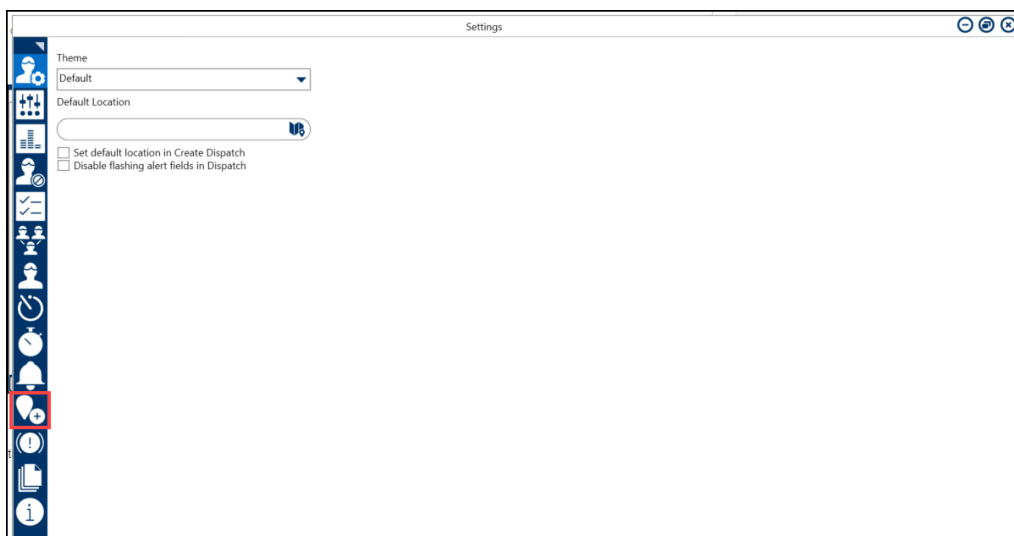
Navigation

1. From the **Dispatch Home** screen, click the **Settings** icon.



Settings Icon

- From the **Settings** screen, click the **Locations** icon.



Locations Icon

Deleting a Dispatch Location Through Dispatch

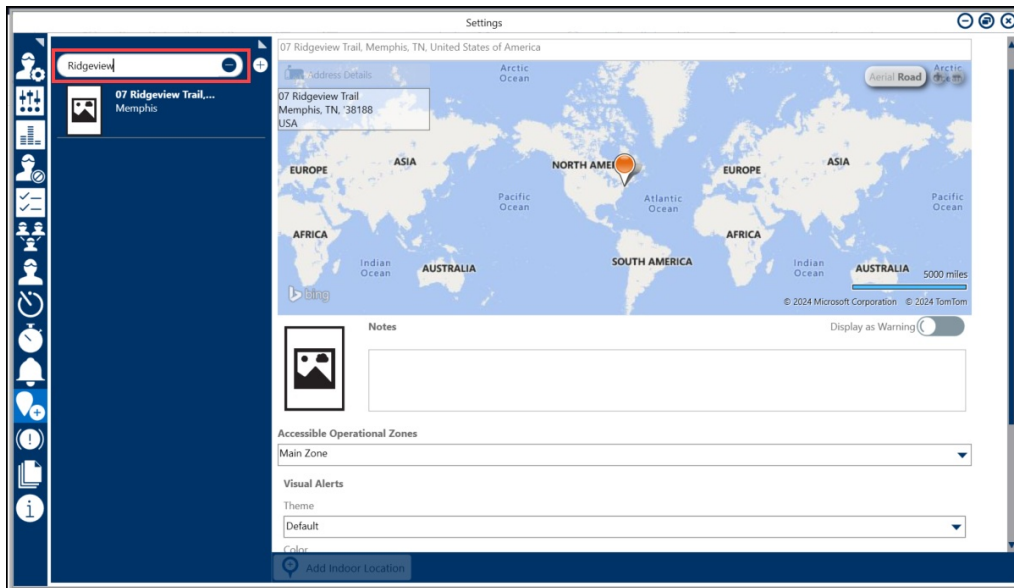
If a location is currently being used with a scheduled or active dispatch, officer, or task, you cannot delete that location or its indoor location.

- From the **Location's** screen, enter the location's name or street address in the **Search** field.

Note:

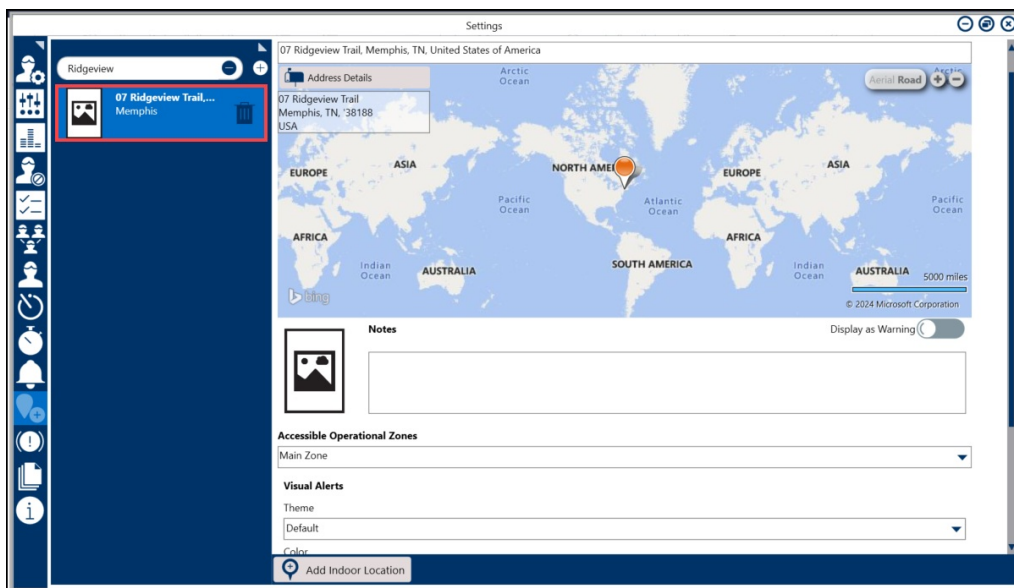
Up to 250 locations are displayed in the left-hand pane in the **Locations** settings. To find a

specific location, use the search function.



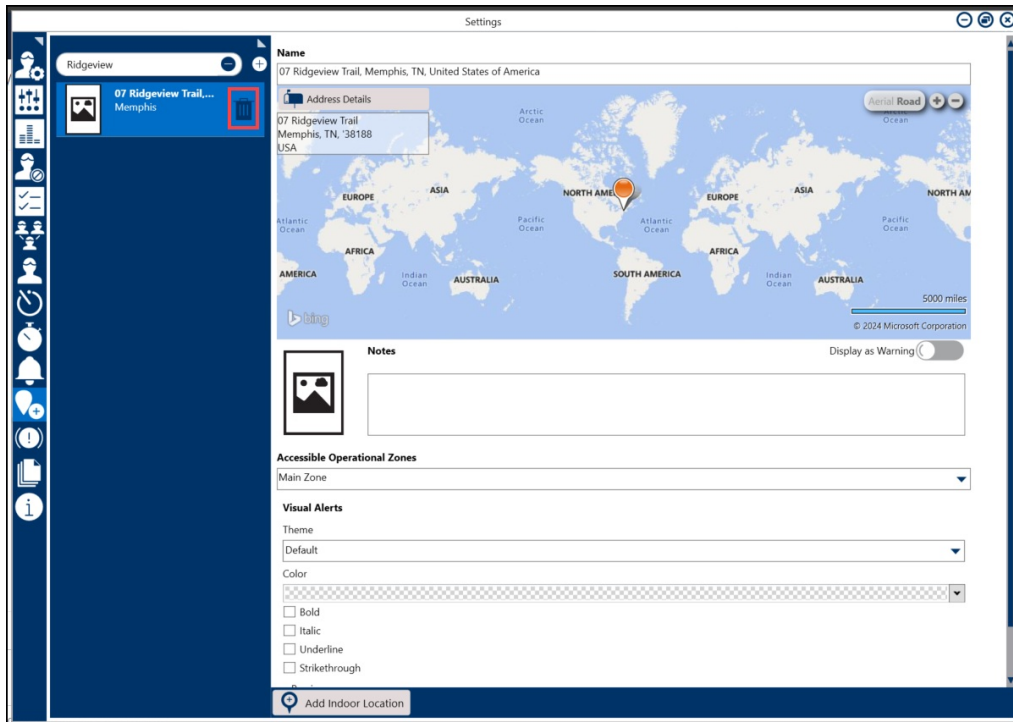
Search Field

2. Click the **Location**.



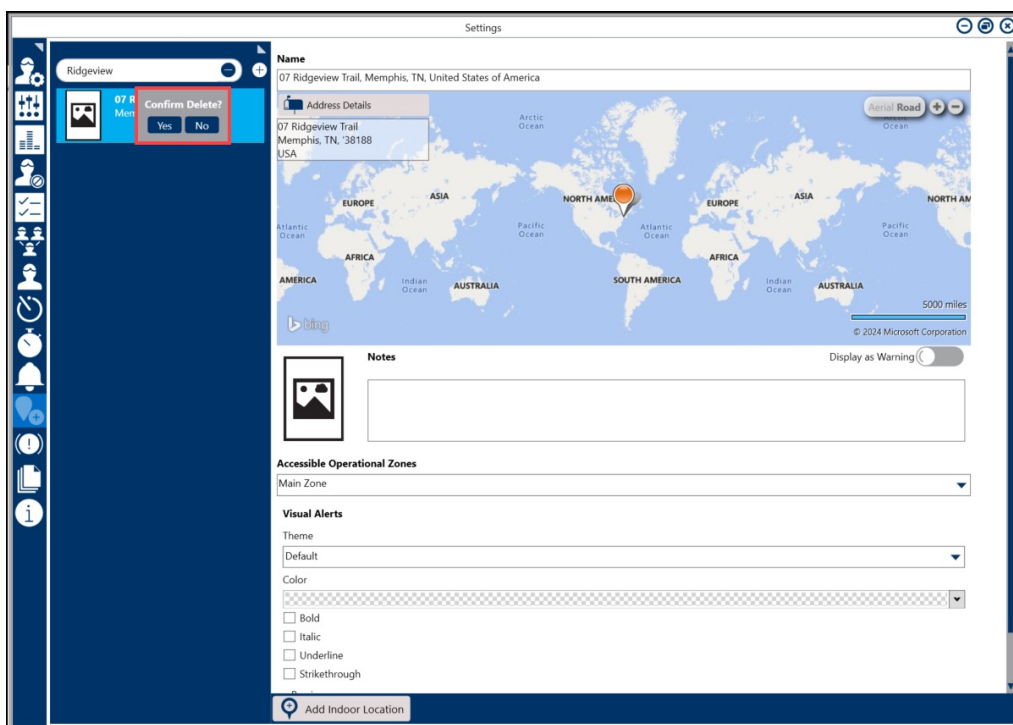
Location

3. Click on the **Delete** icon next to the location.



Delete Icon

- From the **Confirmation** pop-up, click the **Yes** button to delete the location.



Confirmation Pop-up