# Deleting a Data Extension [1]



December 5, 2019 by jennifer.mortensen [2]

We often hear from users who are trying to delete a data extension but can't seem to do so successfully even when using the "delete" option. Why? Marketing Cloud is tricky in this regard; to successfully delete a data extension from your business unit, you have to complete the deletion in two separate locations.

## **Step One: Delete from Import Menu**

To delete a data extension from the import menu, login to Marketing Cloud and navigate to **Email Studio - Interactions - Import**.

Locate the data extension you want to delete, click the checkbox next to its name, and then select **Delete** from the menu.

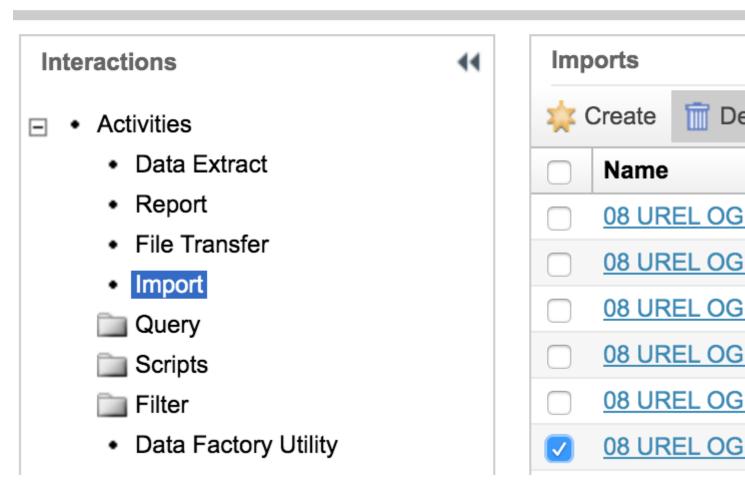


Overview

Content

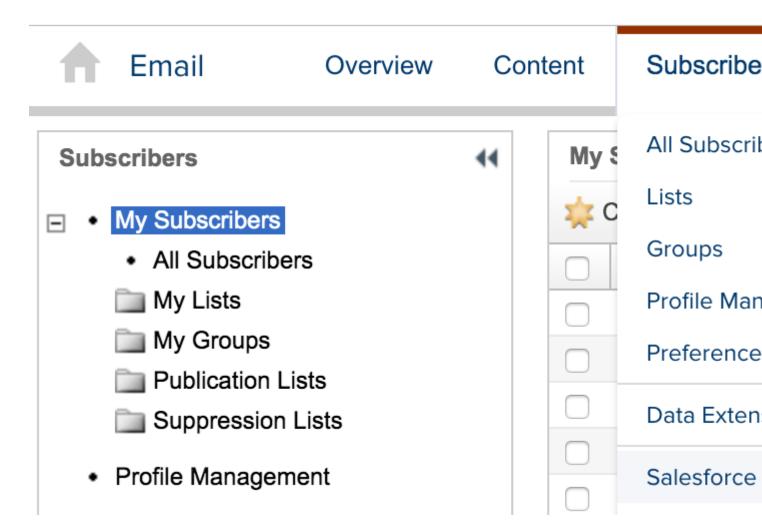
Subscriber

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**Step Two: Delete from Salesforce Data Extensions Menu** 

Next, still in Email Studio, navigate to Subscribers - Salesforce Data Extensions.



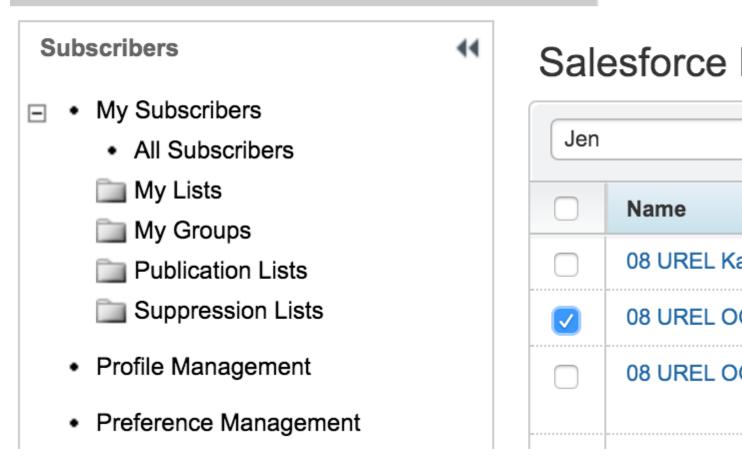
Use the **Search** tool to locate the data extension you want to delete. Then, click the checkbox next to it and click **Delete** from the menu.



Overview

Content

Subscribe



Your data extension will then be removed from your Marketing Cloud business unit.

## **Display Title:**

Deleting a Data Extension

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 $\begin{tabular}{l} [1] https://www.cu.edu/blog/ecomm-wiki/deleting-data-extension [2] https://www.cu.edu/blog/ecomm-wiki/author/13789 \end{tabular} \label{table:eq:local_comm-wiki}$