Deleting a Data Extension

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

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