

## How to delete a scheduled payment in Online Banking

Barclays Online Banking is a secure way to access your accounts 24 hours a day.

With Online Banking, you can

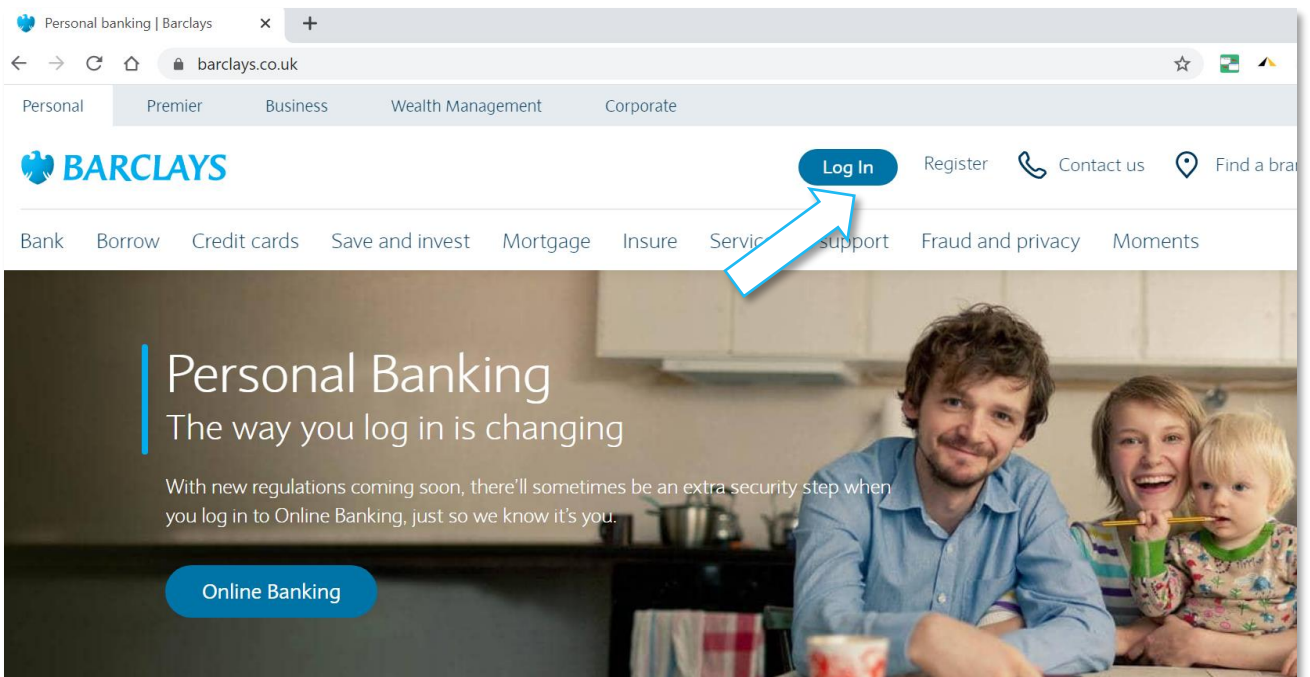
- Check balances, transfer money and pay bills
- View and download statements
- Manage Direct Debits and standing orders
- View your debit card PIN
- Report a lost or stolen card

You'll need to enter some security details each time you log into Online Banking. Here's how to log in using your PINsentry card reader.

### Step 1

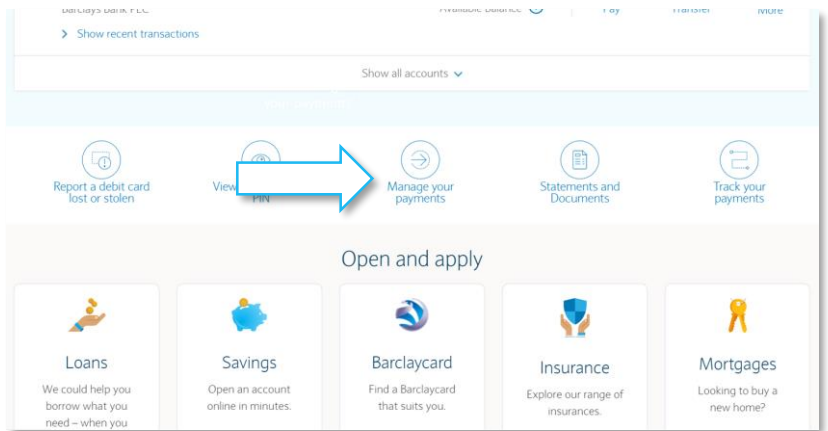
Open [barclays.co.uk](https://barclays.co.uk) in your web click 'Log in' at the top of the page and then log into Online Banking using PINsentry.

To protect your account, you won't be able to delete a payment if you log in using your passcode and memorable word because this isn't as secure as using PINsentry.



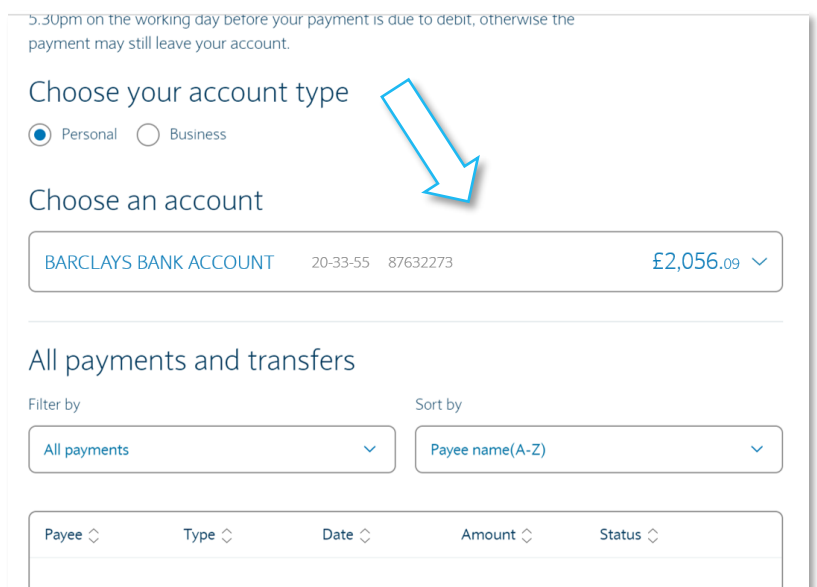
## Step 2

Once you've logged in, select 'Manage your payments' from the list of options below your accounts.



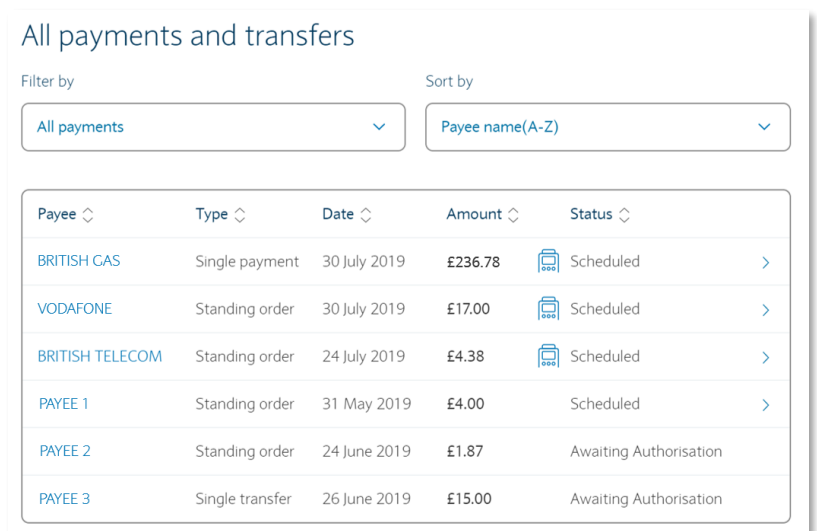
## Step 3

When the 'Manage your money' page opens, select the type of account you want to manage and then select the account itself from the list that appears (you may only have one account).



## Step 4

A list of scheduled payments will appear. Find the one you want to delete and click to select it. You can filter the list using the two drop-down menus to make the payment easier to find.



## Step 5

A payment details page will then open. Double-check that this is the payment you want to delete and go back to choose another, if not. Otherwise, click 'Delete single payment' to delete this payment.

### Payment details

From account	BARCLAYS BANK ACCOUNT 20-33-55 87632273
Payee name	BRITISH GAS 12-34-56 12345678
Payment type	Single payment
Amount	£236.78
Payment date	30 July 2019
Reference	1001111111111

[Back](#)
[Edit single payment](#)
[Delete single payment](#)

## Step 6

You'll be asked to confirm this and then you'll see a confirmation that the scheduled payment has been deleted.



### Payment successfully deleted

Please let the person you're paying know that the payment has been deleted.

### Payment details

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From account	BARCLAYS BANK ACCOUNT 20-33-55 87632273
Payee name	BRITISH GAS 12-34-56 12345678
Payment type	Single payment
Amount	£243.56
Payment date	30 July 2019

### Call monitoring and charges information

\* Calls may be monitored or recorded for quality and training purposes. Calls to 0800 numbers are free if made from a UK landline or personal mobile. Calls to 03 numbers are charged at the same rate as calls to 01 and 02 landlines, and will count towards any inclusive minutes you have covering calls to landline numbers. Charges may apply when calling from abroad.

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