## **Removing a Carrier Agreement**

Follow these steps to remove a carrier from your Kuebix account.

1. On the Home page, click Manage Carriers or Connected Carriers.



2. On the Manage Carriers page, you'll find all of the carrier agreements you have entered. Use the Search fields at the top of each column to help you find the carrier you want to remove.

Search Search											
	Agreement References		Agreement Details								
\pply	Actions	Agreement Name	Agreement Notes	Active	Agreement Type	Client	Carrier	Prepay & Add	Prepay & Add Minimum	Prepay & Add Maximum	Location Identifier
				All 🔻	All						
	Quick Actions	<u>A-0000064168</u>		Yes 🔻	LTL Agreement	Olive's Garden	UPS Ground with Freight Pricing	0%	\$0.00	\$0.00	
	Quick Actions	<u>A-0000063079</u>		Yes 🔻	TL Agreement	Olive's Garden	Estes Express-TL	0%	\$0.00	\$0.00	
	Quick Actions	A-0000059036		Yes 🔻	TL Agreement	Olive's Garden	Elite Transit Solutions	0%	\$0.00	\$0.00	
	Quick Actions	<u>A-0000058579</u>		Yes 🔻	TL Agreement	Olive's Garden	Blue Grace Logistics	0%	\$0.00	\$0.00	
	Quick Actions	<u>A-0000056304</u>		Yes 🔻	LTL Agreement	Olive's Garden	UPS Freight	10%	\$10.00	\$100.00	
	Quick Actions	<u>A-0000056088</u>		Yes 🔻	Parcel Agreement	Olive's Garden	UPS Parcel	10%	\$5.00	\$100.00	
	Quick Actions	<u>A-0000055820</u>		Yes 🔻	Spot/Volume Agreement	Olive's Garden	Zip Xpress	0%	\$0.00	\$0.00	
	Quick Actions	<u>A-0000055777</u>		Yes 🔻	Spot/Volume Agreement	Olive's Garden	Accurate Freight Systems	0%	\$0.00	\$0.00	
	Quick Actions	<u>A-0000055751</u>		Yes 🔻	TL Agreement	Olive's Garden	Show Me Logistics	0%	\$0.00	\$0.00	
	Quick Actions	<u>A-0000054330</u>		Yes 🔻	Spot/Volume Agreement	Olive's Garden	Frontier Logistics	0%	\$0.00	\$0.00	

- 3. For the carrier you want to remove, click **Quick Actions > Remove** Agreement.
- 4. In the confirmation pop up, click **OK**. The carrier agreement will no longer be available. If you decide to use the carrier again, you will need to create a new agreement.

