Remove Item Hold
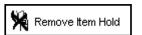
The Remove Item Hold wizard guides you through the process of removing a hold placed on an item.

1. *Click* on Holds Maintenance Group.
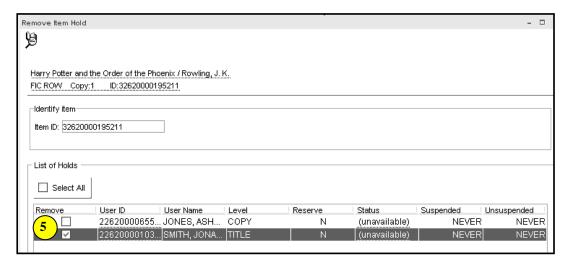2. *Click* on Remove Item Hold.

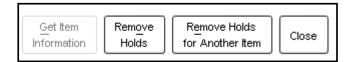   Remove Item Hold

   Remove Item Hold screen displays.

3. *Scan* in the barcode or *use* the Item Search helper.

4. If a list displays, *select* your item and *Click* Remove Holds button.

   Remove Item Hold screen displays.

5. *Click* in the check box next to the item you wish to remove.

6. *Click* Remove Holds button

7. *Select* from options*:*

Note: For more detailed information or specific questions, use HELP wizard.