

Delete a Resource that is No Longer Needed

Use The BeMyIT Store to decommission and remove a resource that is no longer needed.

Follow the instructions below to delete a resource:

You must be designated as an owner or a Resource Manager to be able to view and submit budget number changes for that resource.

1. **Login** to the BeMyIT Store at <https://ritstore.research.cchmc.org/>.
2. In the Resources area, **look under the tab labeled "Manageable Resources" and find the resource you wish to change.**
3. **Click the resource name/path.**
4. **Click the "Delete" button.**
5. The prompt, "Are you sure you want to delete this resource?" will appear at the top of the page. **Click the "Yes" button.**

Related articles

- [Export User List](#)
- [Managing Folder Permissions](#)
- [Add or Change a Budget Number](#)
- [Request a Change to an Existing Resource \(Quota, Backup\)](#)
- [Requesting a New Resource](#)