

Deleting an Attachment

To delete an attachment, you require 'Remove Attachments' permission which is assigned by a [space administrator](#) from the Space Administration screens. [See Space permissions](#) or contact a space administrator for more information.

To delete an attachment,

1. Go to the page that contains the attachment.
2. Go to the '**Attachments**' view for the page. To do this:
 - Go to a page in the space, open the '**Tools**' menu and select '**Attachments**'. The 'Attachments' view will open. This will display a list of the attachments in the page. Click on the '**Remove**' link beside the attachment you want to delete.
3. Click '**OK**' to confirm your action.

RELATED TOPICS

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[Finding an Attachment](#)

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