How do I remove teams from a competition?

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Overview

As an Association administrator running competitions, you can manually remove teams from a competition. As part of this process, you can assign the team to an unallocated space, meaning they still exist in your database, but are not assigned to a competition.

Alternatively, you can move a team from one competition to another by following the steps outlined here.

Step-by-Step

Step 1: Open the relevant competition

From your Association database, navigate to **Competitions** > **List Competitions** > **VIEW** the competition into which you want to move teams

Step 2: Open the competition's Manage Teams list

Within the competition menu, click **Teams** > **MANAGE TEAMS IN COMPETITION**

Step 3: Move the team(s)into the Available Teams section

To remove a team from the competition, drag the team name from the **Selected Teams** space into the **Available Teams** space, then click **UPDATE**

Watch

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