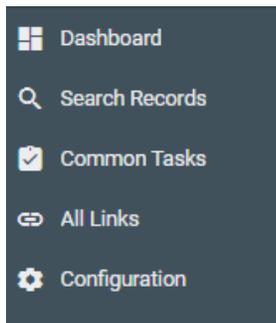
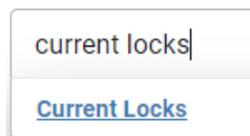


Clearing a Lock in Kualu

Click All Links from the left side menu.



Search for and click on current Locks in the search box.



On the pessimistic Lock Lookup screen, click the search button w/o entering any information in the fields.

Lock Owner Principal Name: 

Lock Descriptor:

Generated Time From: 

Generated Time To: 

Document Number:

The results will appear in a list. Click delete next to the lock you want to clear.

Actions	Lock Id	Lock
delete	10735	bilin:

*If there are more than 1 lock you need to clear, you must go through the whole process for each record.