

GO Reserve - How to delete an Experience?

This guide is also available as a video. Click the link below to watch:
[scribehow.com/embed-preview/GO Reserve How to ...](https://scribehow.com/embed-preview/GO%20Reserve%20How%20to%20...)

This guide provides a clear, step-by-step process for deleting an experience on your property platform.

1 An Experience must be deleted from the Event Library in GO.

Navigate to your GO Software URL and click on the "Library" icon.

DATE	LOCATION	ARRIVAL	DEPARTURE	TEMPLATES	MARKERS
3/26/2026	Miami	--	05:00pm	— E — VD — C — P	No marker
3/27/2026	At Sea	--	--	— E — VD — C — P	No marker
3/28/2026	Cozumel	08:00am	04:00pm	— E — VD — C — P	No marker
3/29/2026	Miami	07:00am	--	— E — VD — C — P	No marker
3/29/2026	Miami	--	04:00pm	— E — VD — C — P	No marker

2 Identify the Experience to be deleted. In this example it's the "Guided Sunset Run".

1. Click the brown "Garbage Can" icon on the far right side of the row.
2. Click the next brown "Garbage Can" icon that appears that has a check mark in it.

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[✦ Create Event](#)

[Export to CSV](#)

Filters

DATES

yyyy-mm-dd

yyyy-mm-dd

OPTIONS

View Archived

FIELDS

Title

Description

Duration

Segment

Levels

Events Venues Content Staff

Search...

ACCESS	TITLE	DESCRIPTION
Property	Sunset Yoga Copy ID	Come join us!
Property	Guided Sunset Run Copy ID	Join a local guide for a guided sunset run through the community and along the shore. Runners of all levels welcome!
Property	Guided Morning Run Copy ID	Start your day off with a guided run through the com and along the shore.
Property	Cabana Rental Copy ID	Relax in a private poolside cabana with personalized service.
Property	Guided Snorkeling Tour Copy ID	Explore coral reefs with a professional guide.

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[✦ Create Event](#)

[Export to CSV](#)

Filters

DATES

yyyy-mm-dd

yyyy-mm-dd

OPTIONS

View Archived

FIELDS

Title

Description

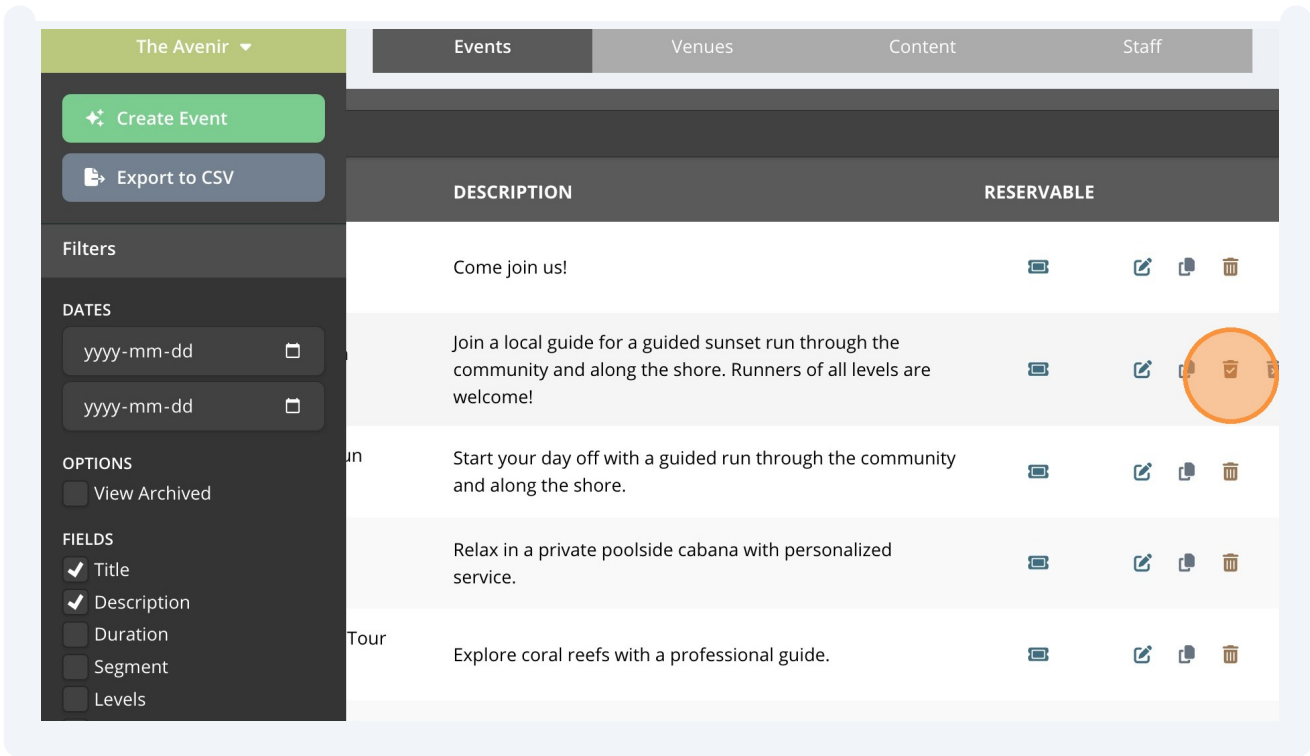
Duration

Segment

Levels

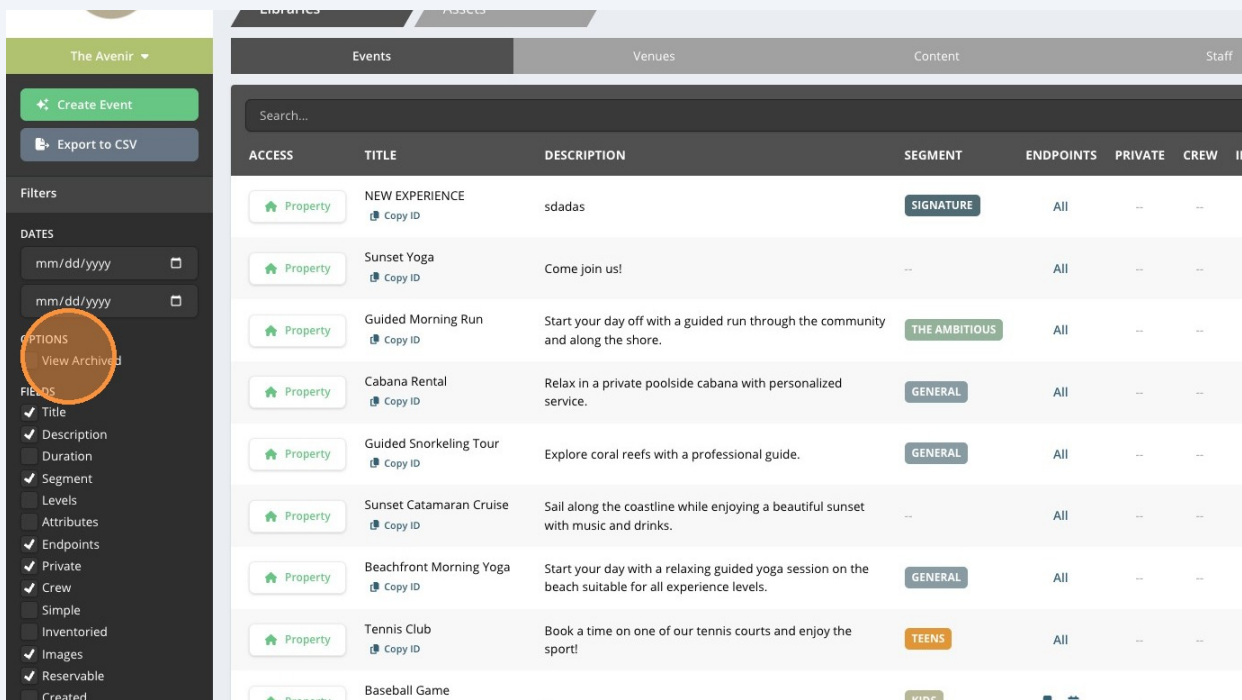
Events Venues Content Staff

DESCRIPTION	RESERVABLE
Come join us!	<input type="checkbox"/> Edit Copy Delete
Join a local guide for a guided sunset run through the community and along the shore. Runners of all levels are welcome!	<input type="checkbox"/> Edit Copy Delete
Start your day off with a guided run through the community and along the shore.	<input type="checkbox"/> Edit Copy Delete
Relax in a private poolside cabana with personalized service.	<input type="checkbox"/> Edit Copy Delete
Explore coral reefs with a professional guide.	<input type="checkbox"/> Edit Copy Delete



3

If you'd like to restore the Event and all the Reserve experience associate to it, simply click **"View Archived"**.



4

Search for the item you'd like to restore. Then:

1. Click the brown "Garbage Can" icon on the far right side of the row.

2. Click the next brown "Garbage Can" icon that appears that has a check mark in it.

TITLE	DESCRIPTION	SEGMENT	ENDPOINTS	PRIVATE	CREW	IMAGES	RESERVABLE	
Sunset Yoga (archived) Copy ID	Come join us at the beach!	SIGNATURE	All	--	--	1	--	
Sunset Yoga (archived) Copy ID	Come join us!	SIGNATURE	All	--	--	1	--	
Guided Sunset Run (archived) Copy ID	Join a local guide for a guided sunset run through the community and along the shore. Runners of all levels are welcome!	THE AMBITIOUS	All	--	--	1	--	
Sunset yoga (archived) Copy ID	--	SIGNATURE	All	--	--	1	--	
Sunset Yoga (archived) Copy ID	--	SIGNATURE	All	--	--	1	--	
Basketball Game (archived) Copy ID	--	--	All	--	--	--	--	
Sunset Yoga (archived) Copy ID	Test	--	All	--	--	--	--	
Sunset Yoga (archived) Copy ID	Sunset yoga	--	All	--	--	--	--	

TITLE	DESCRIPTION	SEGMENT	ENDPOINTS	PRIVATE	CREW	IMAGES	RESERVABLE	
Sunset Yoga (archived) Copy ID	Come join us at the beach!	SIGNATURE	All	--	--	1	--	
Sunset Yoga (archived) Copy ID	Come join us!	SIGNATURE	All	--	--	1	--	
Guided Sunset Run (archived) Copy ID	Join a local guide for a guided sunset run through the community and along the shore. Runners of all levels are welcome!	THE AMBITIOUS	All	--	--	1	--	
Sunset yoga (archived) Copy ID	--	SIGNATURE	All	--	--	1	--	
Sunset Yoga (archived) Copy ID	--	SIGNATURE	All	--	--	1	--	
Basketball Game (archived) Copy ID	--	--	All	--	--	--	--	
Sunset Yoga (archived) Copy ID	Test	--	All	--	--	--	--	
Sunset Yoga (archived) Copy ID	Sunset yoga	--	All	--	--	--	--	



Alert! If you try to delete the Experience directly from the Experiences tab in GO Reserve, only the "schedule" will be deleted from the Experience. The Experience as a whole will still exist in the Event Library. The Experience will move from the "Experiences with Schedules" section to the "Experiences without Schedules" section.

5 Showcasing the Experience sections as noted in the Alert.

Experiences with Schedules and Experiences without Schedules sections.

The screenshot displays a user interface for managing experiences. On the left, a sidebar contains a logo, the user name 'The Avenir', and a 'Create Experience' button. The main area features navigation tabs: 'Reserve', 'Experiences', 'Calendar', and 'Reservations'. The 'Experiences' tab is active, showing a search bar and two sections: 'EXPERIENCES WITH SCHEDULES' and 'WITH SCHEDULES'. The first section lists '20 cents event' and 'Cabana Rental'. The second section lists 'Morning Run' and 'orkeling Tour'. A trash icon for 'Morning Run' is circled in orange. The top right shows the user 'Admin User' and various utility icons.


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Experiences Calendar Reservations

Search by experience...


Create Experience


Filters

 **Sunset Yoga**
Come join us! 0 1

EXPERIENCES WITHOUT SCHEDULES
To remove these experiences from this view, head to the Event Library and delete the related ticket or rental.

SUMMARY

 **Baseball Game**
0 0

 **Beachfront Morning Yoga**
Start your day with a relaxing guided yoga session on the beach suitable for all experience levels. 0 0

