HOW TO VIEW THE HOLDS ON YOUR ACCOUNT

This is a step-by-step guide about how to view the ‘holds’ on your account.

1. Any holds that you have will be displayed in the ‘Holds’ box on the right-hand side. To view the full list, click on “details”.

2. To view more information on a hold, just click on the name of that hold in the list. This will provide you with the instructions that you need to follow in order to have that hold lifted. Click “Return” to go back to the full list.

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