# Watchlists

This Quick Reference Guide contains details on how to:

- <u>Create Watchlists</u>
- Maintain Watchlists

# **Create Watchlists**

The NZBN API has functionality that allows you to receive notifications when data changes for a set of entities that you or your organisation want to be advised about.

You can choose to receive notifications either by email or by push notification to an endpoint that you specify and can choose what type of change events you wish to know about.

When testing, you should first create watchlists in the sandbox environment.

### **Before you begin**

You must have:

- <u>Registered</u> in the <u>MBIE API developer portal website</u> and <u>subscribed</u> to the NZBN API. Once approved for access you can retrieve API subscriber keys that allow you access to production and sandbox.
- Registered and signed in to Postman (the premium API testing tool) and imported the NZBN API.
- Set up a production environment and/or sandbox environment in Postman, see Quick Reference Guide *Set Up Environments*.

**Note:** We recommend you set up a production and a sandbox environment within Postman before creating API requests. Environments in Postman can be set up so you can automatically reference variables created at the NZBN parent level saving you time when creating API requests. Refer to Quick Reference Guide - *Set Up Environments*.

## **Create New Watchlist**

This example shows how to create a watchlist in Postman to notify you of changed details of specified NZ businesses in the NZBN Register. You can set:

- the frequency you want to receive Email notifications.
- whether to receive notifications by Email or Push notification.
- to filter notifications by all entities and specific entity type wildcards or alternatively choose specific NZBN entities to watch.

#### 1. Select My Workplace then expand NZBN in Postman.



2. Expand watchlists under NZBN and select NZBN\_009 – Create new Watchlist.

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3. Select the sandbox Environment (e.g. Sand Environment) in the top right of the screen.

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~	<ul> <li>NZBN</li> <li>&gt;          <sup>(1)</sup> entities     </li> </ul>	POST v {{baseUn}}/watchlists	No pinned environments for this collection
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ronments	> 🖻 authorities	Query Params Key Value	Sand Environment

4. Click Authorisation and check the Auth Type is set to Inherit auth from parent.

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History		Auth Type Inherit auth from parent	2°
87	Companies-accument-upload	The authorization header will be automatically generated when you send the request. Learn more about <u>authorization</u> .	

- 5. Click **Body**, then select the following options:
  - Select the **Raw** (i.e. raw schema) to display the body of the request (or payload).
  - Select JSON as the format from the drop-down list.



6. To view a full description of **Watchlist** parameters, go to the second page of the <u>API Information</u> on the NZBN website.

	NZBN 15
API operations	
Search and view the list of API operations below. Click on a tag name to show all the related operations that are	API definition v Changelog
A Second constitions	The New Zealand Business Number (NZBN) API provides a range of operations for getting information about a New Zealand business, updating details, managing watchlists, and managing business authorities. There is no fee for using this API.
Group by tag	See here for additional information on how to use the API.
*	API Information
05. Organisation Users	You must subscribe to a product to access an API. At the end of that process you will be able to use test (sandbox) environment subscription keys to begin development. When you have
06. Authorities	completed testing, simply use the production keys to access the live services. Click here for more details.
	Products
07. Documents	This API belongs to the following product(s). Click a product name to subscribe.
08. Watchlists	Ø Search products
GET /watchlists/{watchlistid}	
GET /watchlists/(watchlistid)/nzbns	Name Description
GET /watchlists	VIIIV Extended to the weeks to be an

 Select 08. Watchlists then select POST /watchlists and scroll down to the Request body area for a full description of the parameters for NZBN\_09 – Create new Watchlist.

Request body Watchlist to be added				
application/json				
Watchlist A set of entities that a user or an organisation v collection of email addresses on a set period.	vishes to be no	tified about if they change. C	urrently, this notification is via a digest email to a	
Name	Required	Туре	Description	
watchlistid	false	integer (int32)		
name	false	string		
userId	false	string	optional for create, is always the current user's Userld.	
fromDate	false	string (date-time)		
toDate	false	string (date-time)		
organisationId	false	string	Optional, If blank this is a personal watchlist. If completed this is an organisation's watchlist	

- To view parameters in Postman, click 🖹 (Documentation icon) in the top right. Scroll down and click **View More** to display these parameters in a larger screen.

#### 7. Return to the **Body** screen in Postman.

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C. Environments	organisations     D authorities	Params         Authorization         Headers (11)         Body •         Scripts         Settings           O none         O rom-data         x-www-form-urlencoded         • raw         O linary         GraphQL         JSON >	Cookies Beautify	
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89		<pre>6</pre>	_	
	> POST NZBN_009 - Create new Wat	<pre>9 'frequency': DALLY.  1 'rehageVentTypes': 'strings', 1 'rehageVentTypes': 'strings', 2 'rpusHedpoint': 'strings',</pre>		

- 8. Enter the **Name** for your watchlist then enter the value directly into the "<string>" for each parameter you require.
  - Set the Channel of how you want to receive notifications (either EMAIL or PUSH)
  - **Frequency** can be set to DAILY, WEEKLY, or ONEVENT, (i.e. every time an event happens)
  - Ensure that email addresses or pushEndpoint you added are correct and current
  - Add the changeEventTypes you want to be notified about, or set to ALL if you want to receive notifications about all changes
  - Add a wildcard value if you want to watch for changes across all entities or a group of entities
  - Add a list of NZBNs to be notified for a specific set of NZBNs
     *Note:* You cannot use NZBNs in conjunction with the wildcard field.

#### Important:

- Some unused parameters are ignored, (i.e. links).
- Some parameters need to not be submitted or are invalid alongside other parameters. These unused parameters should either be removed or "<string>" set to null (as in the Watchlist Example screen shot below)
- 9. Click **Save** to save your watchlist with the current parameter settings.
- 10. Click **Send** to create the request. Details of the created request display in the Response area at the bottom of the screen.
  - On the specified frequency, all email recipients recorded in the watchlist request will receive an email about any change to the nominated organisation(s).

To amend or delete watchlists, see Maintain Watchlists below.

### Watchlist Example

Create a request to advise by Email of all updates to specific organisations by NZBN whenever an update takes place.

• The parameters entered for this watchlist are:

```
٤
   watchlistId": null,
2
3
   •••••"name":•"JanK-SimpleAuth-Test1",
   •••• "userId": •null,
4
5
   •••• "fromDate": null,
6
    •••• "toDate": •null,
   •••• "organisationId": null,
7
   ....."channel":."EMAIL",
8
   ····"frequency": "ONEVENT",
9
   ••••"wildcard":•null,
10
   ...."changeEventTypes": "ALL",
11
12
    ••••"pushEndpoint":•null,
    ••••• "authorizationToken": null,
13
   "adminEmailAddress": null,
14
15
   watchlistEmailAddresses": "jan.kenneally@mbie.govt.nz",
   "lastSuccessfulChangeNoticeId": null,
16
    •••••"suspended": null,
17
18
    ····"links": [
    19
   ···· rel": -null,
20
   ·····"href": null,
21
   ·····"methods":·[
22
    ···· null,
23
   ···· null
24
25
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27
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   ·····rel": •null,
    ·····null,
29
       ·····"methods": [
30
    31
32
33
   34
   · · · · ],
35
36
    ····"nzbns":•[
    37
    9429050907274"
38
39
    ----j
```

• The content of the response displays in the bottom of the screen. It shows details of the created watchlist request:

Body Co	pokies Headers (15) Test Results 🕀 Status: 20
Pretty	Raw Preview Visualize JSON ~ =
2 3 4	"watchlistId": 5021, "name": "JanK-SimpleAuth-Test1", "userId": "AZUB339143E1DA249DDB1AB1E8736EE4B57",
5	"iromDate": null,
7	"organisationId": null.
8	"channel": "EMAIL",
9	"frequency": "ONEVENT",
10	"wildcard": null,
11	"changeEventTypes": "ALL",
12	"pushEndpoint": null,
13	"authorizationToken": null,
14	"adminEmailAddress": null,
15	"watchlistEmailAddresses": "jan.kenneally@mbie.govt.nz",
16	"lastSuccessfulChangeNoticeId": 0,
17	"suspended": Talse,
18	TINKS": L
20	l "rol": "Watchligt"
20	"bref": "https://ani business dovt pz/sandbox/pzbp/v5/watchlists/5001"
22	"methods": [
23	"GET"
24	"DELETE".
25	"PUT"
26	
27	},
28	£
29	"rel": "Search Watchlists",
30	<pre>"href": "https://api.business.govt.nz/sandbox/nzbn/v5/watchlists",</pre>
31	"methods": [
32	"GET"
33	]
34	\$,
35	l un lucion de la color
30	IEI : VIEW NZON LIST", "brof", "bttpp://opi.buoineeo.dout.pp/coodbov/ppbs/u5/witchligt+/5004/opt"
37	<pre>mier : nctps://api.business.govt.nz/sanobox/nzbn/v5/Watchlists/5021/hzbhs", "methode": [</pre>
30	"GET"
40	
41	
42	],
43	"nzbns": null

You should record the **watchlistId** for future use as this is used as a reference when maintaining the watchlist.

Note: This will not display the NZBN numbers you entered.

Example of an email notification received in response to data (email addresses) being updated on the entity:

ଇ୨୦↑↓୫∼ଟ	NZBN Watchlist Notification - Watchlist id 5021 - Message (HTML)	• (7)	x
File Message Help Q Tell me what you want to c	0		
Image: Second	B BA Garage         → To Manager         □	A)         Control         Translate         Zoorm         Reply with scheduling Poli         V           Aloud         Rawer         -         Language         Zoorm         Find Time         Addition	va Report Phishing d-in Protection ^
NZBN Watchlist Notification - Watchlist id 50	21		
sandbox-no-reply@nzbn.govt.nz To 2 Jan Kenneally		$\textcircled{\begin{tabular}{c} \hline \hline$	orward 👔 …
Retention Policy Custom 2 Year delete (2 years)	Expires 22/05/2026		
NEW ZEALAND BLISINESS IN AMBER		Watc	hlist Notification
The following entities have been updated:			
The following information has been updated for NZBN 942905	0907564		
22-May- [ ( uniq 2024 08:31 EMAILADDRESSES email AM } ]	<pre>xeIdentifier : 1799186432, LAddress : apisupport@Business.govt.nz, Date : 2024-05-22T05:30:54</pre>		

# Maintain Watchlists

After you create a watchlist you can change parameters, add NZBNs or delete NZBNs in a watchlist or delete a watchlist that is no longer required.

- Search for Watchlist to Maintain
- Update Watchlist Parameters
- View NZBN Numbers in a Watchlist
- <u>Append NZBN Number to Watchlist</u>
- Delete NZBN Number from Watchlist
- Delete NZBN Watchlist

## Search for Watchlist to Maintain

The **Watchlist ID** that displayed in the response after creating your watchlist is used to perform any other updates you require or to delete a watchlist in Postman.

If you don't know the ID for your watchlist you can search for it using the name (or part name) of the watchlist or simply perform a search for all your watchlists.

#### 1. Select My Workplace > NZBVN > watchlists > NZBN\_008 - Search Existing watchlists.

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Collections	+ =	NZBN / watchlists / NZBN_008 - Sea	rch Existing watchlists	🖺 Sav	re 🗸 Share
0 00 APIs	NZBN     entities	GET ~ {(baseUrl})/watchlists?	name= <string>&amp;organisation-id=<string>&amp;page=&lt;</string></string>	cinteger>&page-size= <integer>&amp;sort-by=<string>&amp;sortor</string></integer>	Send 🗸 🛡
Environments	Ci users     Ci organisations	Params • Authorization Headers (8)	Body Scripts Settings		Cookies
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00	companies-document-upload     watchlists	organisation-id	<string></string>	Optional, allows entry of a text strin Optional, If blank this is a personal v	g. The sear
0.	> 🗎 {watchlistId}	Mage page	<integer></integer>	Format - int32. Number of search re	cords page
	GET NZBN_008 - Search Existing	🗄 🛃 page-size	<integer></integer>	Format - int32. Number of search re	cords to be 🍵
	> POST NZBN_009 - Create new Wat	sort-by	<string></string>	Name of the field to sort the respon	se by
		sortorder	ASC	Whether to sort the response in asc	ending or d
		change-event-types	<string></string>	A change event type to match when	receiving t
		Кеу	Value	Description	

- The search parameters you can use to search on display.
- 2. To perform a search:
  - Untick each **Key** you don't want to use in your search then and enter the details in the **Value** field. For example, if you know the name or part name, tick **Name** in the **Key** column and enter details in the **Value** field.
  - Alternatively, to retrieve all your watchlists, untick every Key field.
- 3. Click **Send** to perform the search and display your watchlist(s) in the **Results** area of the screen.
  - Scroll to view the **Watchlist ID** for the watchlist you require.

## **Update Watchlist Parameters**

You can update any of the parameters of an existing watchlist in Postman.

**Note:** Any changes to the list of NZBN numbers in the watchlist must be either appended or deleted, see <u>Append NZBN Number to Watchlist</u> or <u>Delete NZBN Number from Watchlist</u>.

- 1. View the existing details of the watchlist to update:
  - Select My Workplace > NZBN > Watchlists > {watchlistld} > NZBN\_007 View Watchlist Details.
  - Enter the watchlist ID in the **Value** field and click **Send**. Details of the watchlist display in the **Response** area at the bottom which you can copy as a reference when carrying out an update.

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Collections	+ = •••	NZBN / watchlists / {watchlistld} / N	IZBN_007 - View Watchlist Details		Save 🗸 Share
00 APIs	> 🗎 entities	GET	watchlistld		Send 🗸 🗏
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Ð	> P documents	Key	Value	Description	Bulk Edit
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87	<ul> <li>Watchlists</li> <li>WatchlistId}</li> </ul>	Path Variables			
	✓ ☐ nzbns	Key	Value	Description	Bulk Edit
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	action-send-test-notificati	Pretty Raw Preview Visualize	a JSON V 📮		i Q
	def NZBN_000 - View Watchis     wur NZBN_010.3 - Update Wat     oet. NZBN_011.3 - Delete Watc     oet. NZBN_008 - Search Existing     post NZBN_009 - Create new Wat	<pre>1 1 2 **atchistid*:5021, 3 *name::"Jank-SimpleAuth 4 *userId*:AvaBaS143E1D 5 *fromDate*: null, 6 *toDate*: null, 7 *organisationId*: null, 9 *frompate*: "EMAIL", 9 *froquency::"ONEVENT", 10 **ildcard*: null, 11 *tohangEventTypes*: "ALL" 12 *pubRedpoint*: null, 13 *adminEmilAddress*: null, 14 *adminEmilAddress*: null, 15 **achilastication 14 *adminEmilAddress*: null, 15 **achilastication 14 **adminEmilAddress*: null, 15 **achilastication 16 **achilastication 17 **achilastication 18 **achilastication 19 **achilastication 10 **achilastication 11 **achilastication 12 **achilastication 13 **achilastication 14 **achilastication 14 **achilastication 14 **achilastication 15 **achilastication 15 **achilastication 16 **achilastication 17 **achilastication 18 *</pre>	Test1", 1249000B1AB1E8736EE4857", ", 11, 1,		

- 2. Click into the **Response** area and press **Ctrl+A** to select all parameters then copy this to the clipboard.
- 3. Select NZMB\_010\_1 Update Watchlist just below in the workspace tree.

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-S	authorities     A documents	O none O form-data O x-www-form-urlencoded O raw O binary O GraphQL JSON ✓ Beautify	~* 1				
History	Companies-document-upload	<pre>2 -*watchlistId*:-*integer&gt;*, 3 -*hame*:**setting&gt;*, </pre>	í				
	<ul> <li>Watchlists</li> <li>Watchlistld}</li> </ul>	<pre>4 · Useld : &lt; Sting&gt; , 5 · · fipmate': - <datetime* *tobate':="" ,="" -="" 6="" <="" <datetime*="" pre="" ·=""></datetime*></pre>					
	rzbns     GET NZBN_007_1 - View Watc	<pre>7*organisationId*:*<string>*, 8*Channel*:*PUSH*, 9*framenev*:*/DAIY*.</string></pre>					
	> action-append-nzbns	<pre>10 -*wildcard':*'NNCORPORATED', 11 -*'changeEventTypes':*'cstring&gt;',</pre>					
	action-delete-nzons     action-send-test-notificati	<pre>12 - "pushenopoint:"<string>", 13 - "authorizationtexe:".<string>", 4 - "adminEmailAdoress': "<string>",</string></string></string></pre>					
	OET NZBN_007 - View Watchlis     PUT NZBN_010_1 - Update Wat	<pre>15 -**watchlistEmailAddresses": *<string>*, 16 -**lastSuccessfulChangeNoticsId': *<long>*, 17 -**semandef':**fonglasy*</long></string></pre>					
	DEL NZBN_011_1 - Delete Watc      GET NZBN_008 - Search Existing	13 -**iinks*:[ 19{ 20{*******************************					

- Click into the parameters that display.
- Press Ctrl+A to select all parameters then press the Delete key.
- Press **Ctrl+V** to past the parameters from the clipboard into this area in the **Body** tab. Details of the Watchlist parameters to update display.



- Make the changes to the parameters you require, (e.g. Change the name of the Watchlist, etc.). Note: You cannot change the Watchlist ID, User ID, Organisation ID, or Last Successful Change Notice ID parameters.
- 5. Click the **Params** tab and enter the watchlist ID into the **Value** field.

Home	Worksp	baces 🗸 API Network 🗸			Q Search Pos	tman		👌 Invite	û 🧿 u	ograde	~
A My Wor	kspace	New Import	6	Overview GET NZBN_007	- View Watcl • PUT	NZBN_010_1 - 0	Update W • +	~ s	and Environment	~	
Collections	+	- 000	HILF N	ZBN / watchlists / {watchlistId} /	NZBN_010_1 - Upd	ate Watchlist		1	Save 🗸 Sha	re	-
00 APIs	>	entities	PUT		ts/:watchlistId				Send	~	Ē
Environments	>	users  organisations	Params Query P	Authorization Headers (1 arams	1) Body • Sc	ripts Settin	igs		Cool	cies	>
4)	>	authorities		Key		Value		Description	••• Bulk Ec	lit	Ŷ
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87	Ý.	watchlists	Path Va	riables							
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6. Click Save.

### **View NZBN Numbers in a Watchlist**

Follow these steps to view all NZBN numbers in a watchlist before you make updates to them:

- 1. If you don't know the Watchlist ID, perform a search, see Search for Watchlist to Maintain.
- 2. Select watchlists > {watchlistsID} > nzbns > NZBN\_007\_1 View Watchlist NZBN List.

Home	Workspaces 🗸 🖌	PI Network ~		Q Search Postman	2, Invite	🕸 🗘 🚫 Upgrade 🗸	
A My Workspace New Import			Overview GET NZBN_	008 - Search Exi: • GET NZBN_007_1 - View Wat	POST NZBN_010_2 - Add Wat +	Sand Environment 🗸 🗄	
Collections	+ = = eee ✓ NZBN → C entities		🚎 NZBN / watchlists / (watchlistld) / nzbns / NZBN_007_1 - View Watchlist NZBN List 🖾 Save 🗸 Share				
80 APIs			GET v ((baseUri))/watchlists/.watchlistid/nzbns				
Environments	Comparisations	Params • Authorization Headers Query Params	s (8) Body Scripts Settings		Cookies		
4) History	authorities     documents     documents     companies-document-upload     v    watchilats     v		Key Key	Value Value	Description	Bulk Edit	
87			Path Variables				
			Key watchlistld	Value 5021	Description (Required) Watchlist ID	Bulk Edit	
	Post N2     Post N2     Post N2     Oet NZB     Post NZB     Post NZB     Post NZB     Post NZB     Oet NZBN	n-append-nzbns EBN_010_2 - Add Watc on-delete-nzbns on-send-test-notificati N_007 - View Watchiis N_010_1 - Update Wat N_011_1 - Delete Watc 008 - Search Existing	Body         Cockles         Headers (18)         Test R           Pretty         Raw         Preview         Vis           1         [         "nzbns": [         "0429050907564", "042905090774"           5         ]         "links": [         "           7         -         -         *	lesults sualize JSON ~ ===	Status: 200 OK Time: 2:10 s Size: 118 KB	Di Save as example	

- 3. In the **Params** tab, enter the watchlist **ID** in the **Value** field and click **Send**. The **Response** area (below) displays the list of NZBN numbers in the watchlist.
- 4. Determine the action you require:
  - Add one or more NZBN numbers to the watchlist, see <u>Append NZBN Number to</u> <u>Watchlist</u>.
  - Remove one or more NZBN numbers from the watchlist, see <u>Delete NZBN Number</u> <u>from Watchlist</u>.

### **Append NZBN Number to Watchlist**

Follow these steps to add one or more NZBN numbers to an existing watchlist. You must know the ID of the watchlist you want to update, see <u>View NZBN Numbers in a Watchlist View</u>.

1. Select watchlists > {watchlistsID} > action-append-nzbns > NZBN\_010\_2 - Add Watchlist NZBNs.

Home	Workspaces 🗸 API Network 🗸	Q Search P	ostman	🐥 Invite 🕸 🖨	🚫 Upgrade 🗸	
		S Overview GET NZBN_008 - Search Exi: • G	ET NZBN_007_1 - View Wat • POST NZBN_010_2 - Add Wa	• + · · Sand E	nvironment 🗸   🗄	
Collections	+ =	NZBN / watchiists / (watchiistid) / action-append-n	zbns / NZBN_010_2 - Add Watchlist NZBNs	뚭 Save	e v Share 🖻	
00 APIs	> 🗎 entities	POST v ((baseUri))/watchiistis/.watchiistid/action-append-nzbns				
Environments	in users     if organisations     if authorities	Params  Authorization Headers (11) Body  Scripts Settings Cookles Query Params				
(1) History		Key Key	Value Value	Description	••• Bulk Edit	
00 0+	watchlists     watchlistid	Path Variables				
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	> 🗎 action-delete-nzbns					

2. Click the Params tab and enter the Watchlist ID in the Value field.

#### 3. Click the **Body** tab.



- 4. Enter each additional NZBN number into a row under **"nzbn"** between the speech marks. Separate each number with a comma.
- 5. Click **Save** to save and update the watchlist. The additional NZBN number(s) added will be appended to the current watchlist. When your watchlist is next invoked, the appended number(s) will be included in your advice.

## **Delete NZBN Number from Watchlist**

You can remove one or more NZBN numbers for a watchlist. You must know the ID of the watchlist you want to delete, see <u>View NZBN Numbers in a Watchlist View</u>.

 Select watchlists > {watchlistsID} > action-delete-nzbns > NZBN\_011\_2 - Add Delete Watchlist NZBNs.

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2. Click the Params tab and enter the Watchlist ID in the Value field.

#### 3. Click the **Body** tab.

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U+	<ul> <li></li></ul>	5 [1], ], 6 [1], [1], [2], [2], [2], [2], [2], [2], [2], [2		
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	POST NZBN_011_2 - Delete Wa     Action-send-test-notificati	Response	~	

- 4. Enter each NZBN number you want removed from the watchlist into a row under **"nzbn"** between the speech marks. Separate each number with a comma.
- Click Save to save and update the watchlist. The NZBN number(s) you listed are now removed from the current watchlist. When your watchlist is next invoked, the deleted number(s) will not be included in your advice.

## **Delete NZBN Watchlist**

When you no longer require a watchlist you can delete it in Postman. **Caution:** Once deleted, the watchlist cannot be recovered.

 Select My Workplace > NZBN > Watchlists > {watchlistld} > action-delete-nzbns then select NZBN\_011\_1 - Delete Watchlists NZBNs.

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	> GET NZBN_007 - View Watchlis						
	> PUT NZBN_010_1 - Update Wat						
	DEL NZBN_011_1 - Delete Watc		<u>~</u>				
	<ul> <li>GET NZBN_008 - Search Existing</li> </ul>		° O · Z.				
	> POST NZBN_009 - Create new Wat		· (1.9) /				

- 2. In the **Params** tab, enter ID of the watchlist in the **Value** column.
- 3. Click **Save**. This watchlist is deleted and cannot be recovered.