



OMEGAFI®

October 7, 2022



## Vault

Start with these **THREE** things in **Vault** to help set your successor up for **SUCCESS!**

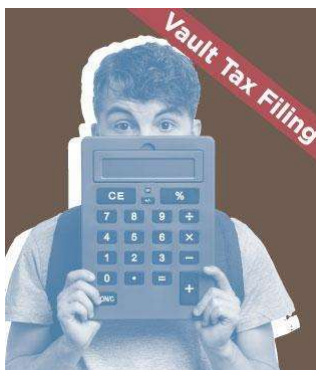
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Also...don't miss next week's webinar on **Officer Transition Success Tips!** [Click to register!](#)

**Thursday, October 13**  
**4:00 p.m. Eastern**

*Can't make the live webinar? That's ok! Register and we'll send you the recording.*

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**1. Are you caught up on your 990 filings?** Make certain you're all caught up and have filed your chapters' most recent 990! Check out our [Vault Tax Filing Help Center](#) for assistance.



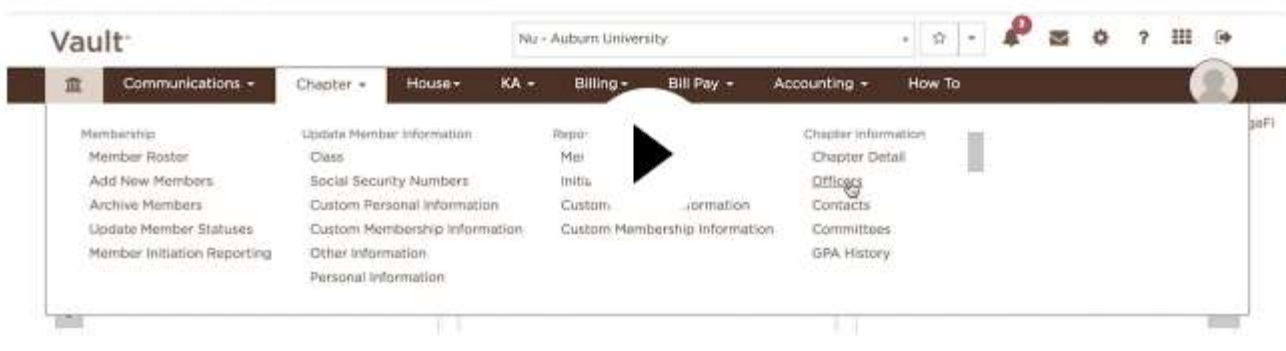
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**2. Spring 2023 Billing!** Check the [Billing Overview](#) in Vault to make sure billing is set up for the next term!

### 3. Update your Officer List and User Permissions!

Make sure the right people have Vault and Bill Pay access! Check out [this article](#) on how to update Bill Pay permissions, and [this article](#) to update Vault users!

Also, [watch this video](#) to learn how to update your Officer List!



**Email:** [operationsupport@omegafi.com](mailto:operationsupport@omegafi.com) **Text:** 706.350.7913 | [Vault Help Center](#)