



OMEGAFI®

October 2nd, 2023



Vault

Your Chapter's **990 Report** **MUST** be submitted by **November 1st**, submit **ASAP!**

Submit your chapter's tax filing info ASAP to avoid extension fees!

To submit your info, go to **Vault** > **Accounting** > **Add 990 Report**.

The screenshot shows the Vault web application interface. At the top, there is a navigation bar with the following items: Home, Accounting, Accounting Tools, Tax Filing, Communications, Chapter, House, Billing, Bill Pay, Accounting, How To, and Get Help. Below the navigation bar, the 'Tax Filing' section is displayed. It contains a paragraph of text explaining the purpose of the tax filing tool. Below the text is a table with the following columns: 990 Report, Created, Status, and Actions. A red arrow points to the 'Add 990 Report' button located in the 'Actions' column of the table.

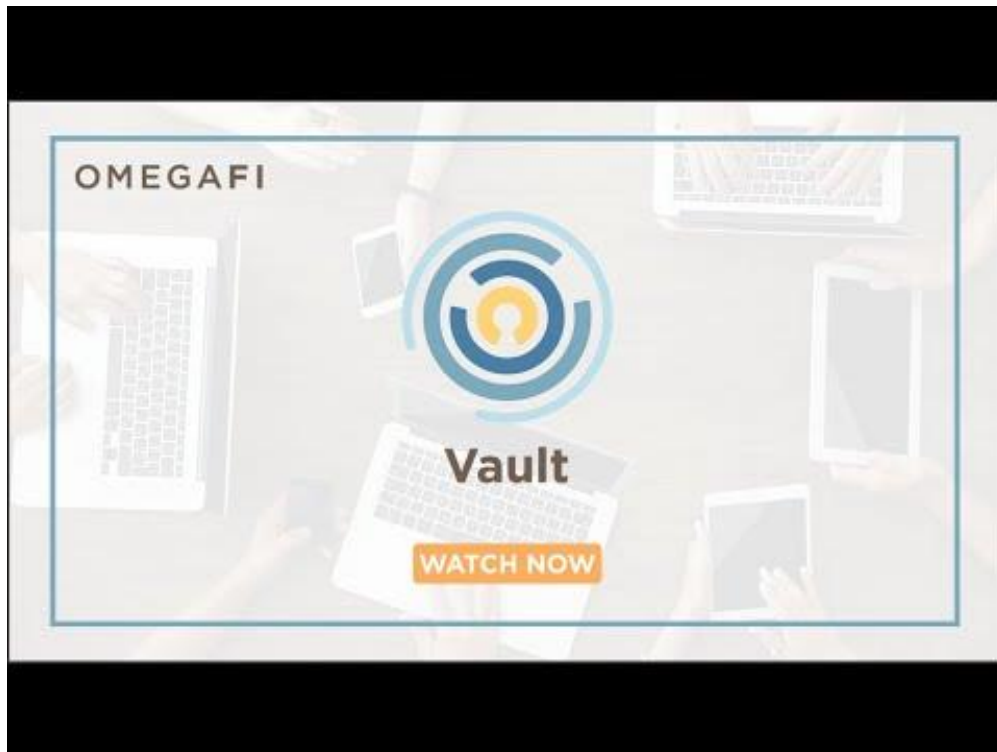
990 Report	Created	Status	Actions
			Add 990 Report

Need more help filling out your 990? We have created and uploaded resources to our [Help Center](#)!



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Also review our **Tax Filing Webinar** below where we walk through every step and question on the form 990!



operationssupport@omegafi.com | Text: 706.256.8521 | [Vault Tax Help Center](#)

OmegaFi, 1300 6th Ave, Columbus, GA 31901

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