



OMEGAFI®

Jan 17, 2024



Vault

Hi there!

CONGRATULATIONS on your recent election!

In your new role, you will **garner invaluable experience and knowledge** that will enhance your collegiate experience. OmegaFi is excited to be a part of your journey!

You can expect regular communication from us to remind you of upcoming statements and associated deadlines. To ensure a smooth transition, please review the information below.

Training

Vault provides tools you need to **SAVE TIME, INCREASE REVENUE** and **MANAGE YOUR CHAPTER'S FINANCES**. Follow these three easy steps to get acquainted.

#1 Select the "**Get Help**" menu in Vault to access our [Help Center](#) with lots of helpful info on how to use the various features of Vault. As you'll see, the Help Center contains numerous articles, [videos and webinars](#).

2 Watch this [Vault Basic Webinar](#) to acquaint yourself with the Vault system.

3 Review this initial [checklist](#) for your first week as an officer. This list will show how to get started within Vault if you haven't already.



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OmegaFi's Service Fees

As discussed in the tutorials, the fees for OmegaFi's service are as follows:

Merchant Discount Fee

3.15% - Fee withheld from AMEX credit or debit card payments.

3.05% - Fee withheld from all other credit or debit card payments.

OmegaFi Collection Fee

This is the per member fee withheld from payments each semester. To view your chapter's OmegaFi Collection Fee within Vault, go to *Accounting > Vault Billing Fee Details*.

Paper Check Fee

\$5.00 – This fee is added onto a member's account if they pay their balance using a paper check.

**For any additional questions, text us at 706.256.8521.
We look forward to working with you!**

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

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