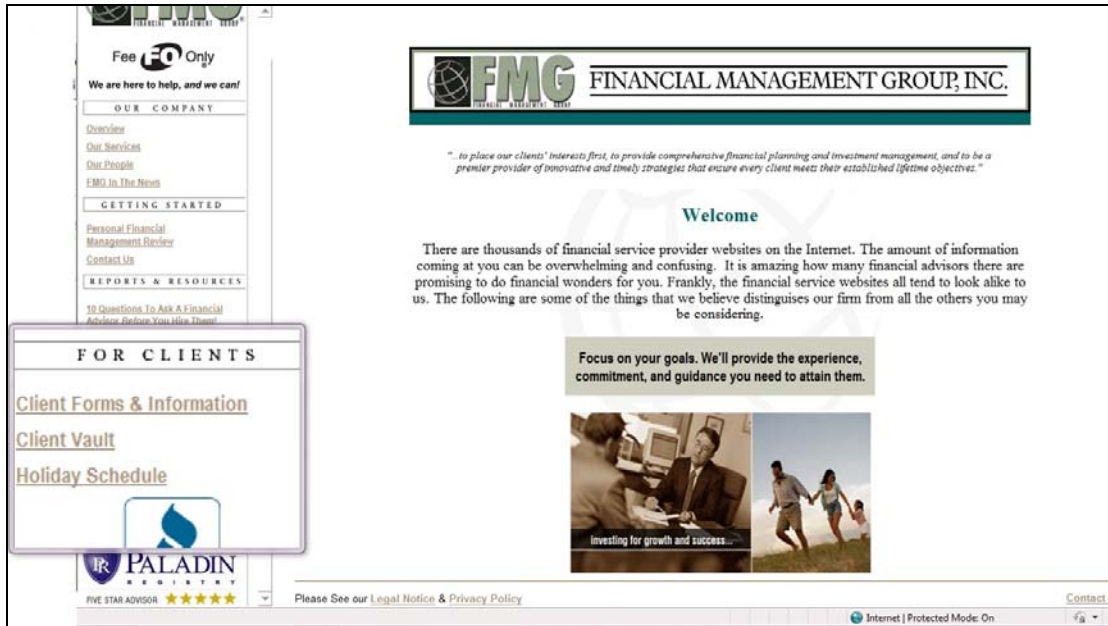


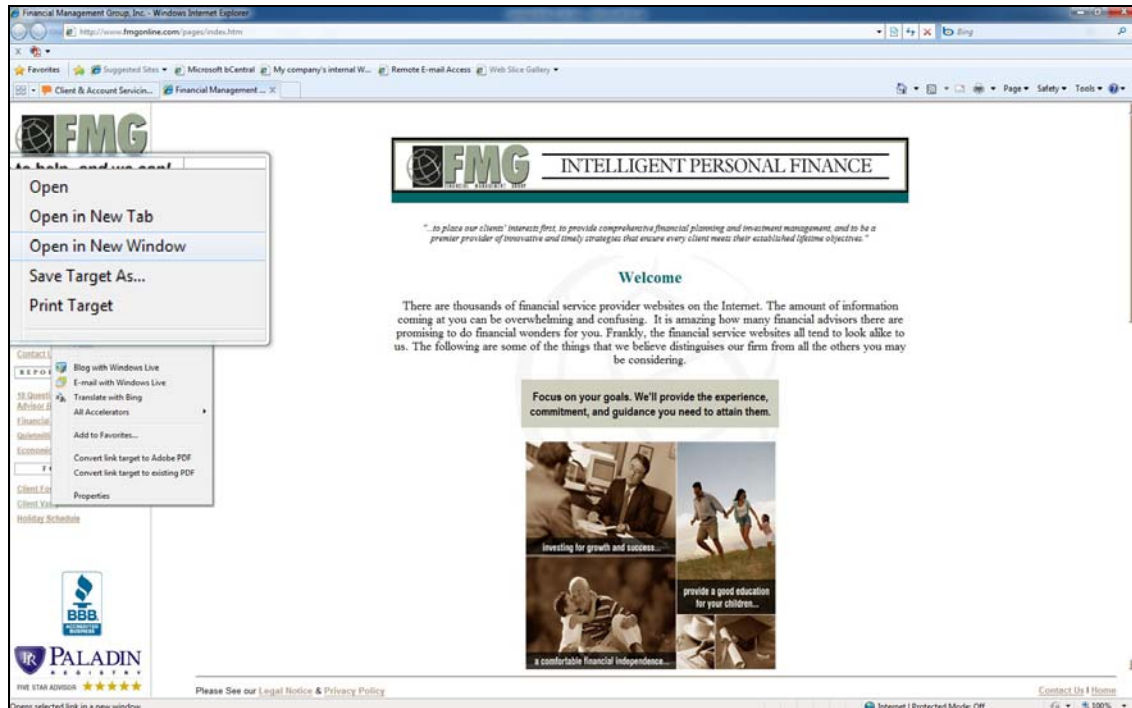
# FMG Client Vault Access

Steps to access FMG Client Vault and save as a trusted site:

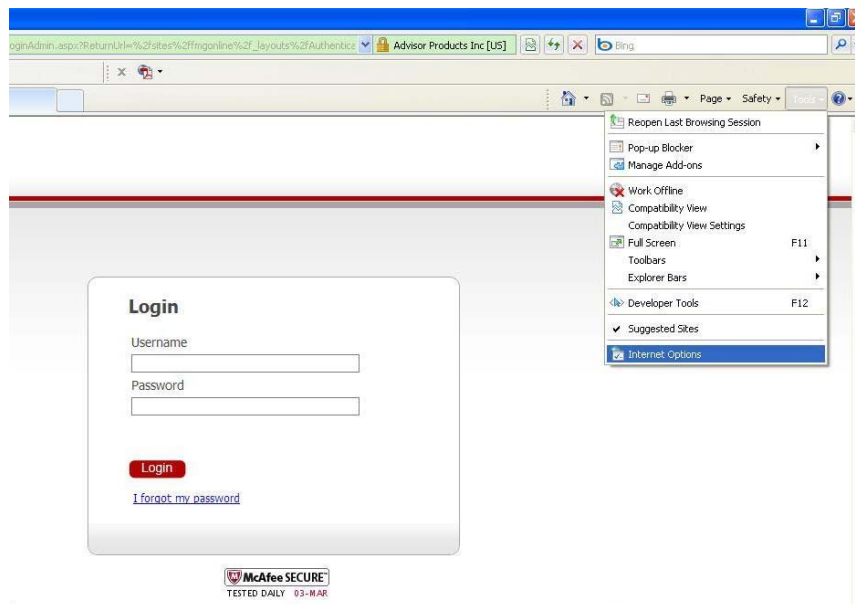
1. Go to our company website [www.fmgonline.com](http://www.fmgonline.com)
2. Find the “**Client Vault**” link in the left hand column under “**For Clients**” (see picture below.)



3. Right click on “Client Vault” and left click “Open in a New Window”



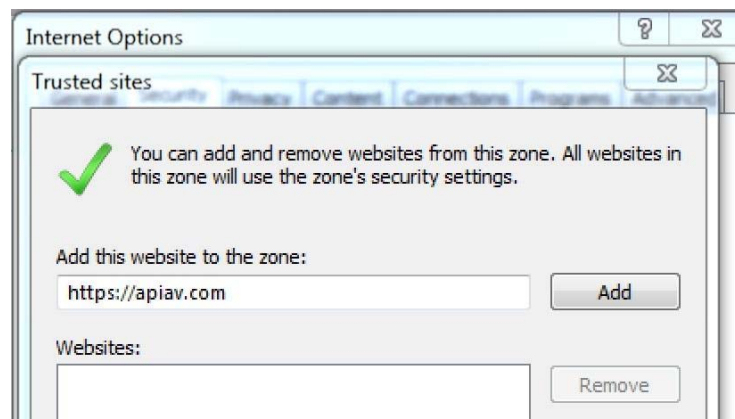
4. In the new window click on “Tools” then “Internet Options”



5. Click on the Security tab, then click the “Trusted Sites” icon, and then click the word “Sites”.



6. The website address [https://\\*.apiav.com](https://*.apiav.com) will appear in the “Add this website to the zone” box, click add then close the box, making sure to hit “OK” as you exit the “Internet Options” box.



7. You now can log on using your user name and password.