STERLING
WEALTH ADVISORS®

Sterling Vault- How to download files from the Vault to your computer.

1 Log In to the Vault.

1. Visit SterlingWealthAdvisors.com.
2. Click "Current Clients" in the upper right hand corner of the site.
3. Then click on "Client Vault."
4. Under "Access Your Client Vault Folder," type in your email address and password.
5. Click "Log In."

2 Click on your client folder, and navigate to the document you wish to download.

NOTE: We will always date the document that we upload.

3 Check the box next to the document(s) you wish to download to your computer.

4 Click "Download."

5 Click "Save," and save the document to a specified location on your computer.

Note: If you're not given the option to save to a specified location on your computer, the document was likely saved to the Downloads folder on your computer.