

# Campaign Filer App Training for Candidates & Treasurers

Did you know that NetFile offers free web-based training for campaign committee filers? Well, we do! NetFile offers an web-based training session with one of our Customer Support staff during our normal business hours (M-F, 9am to 5pm). We handle everything once a filer signs up to request a training session.

## How do Filers Sign Up?

It is really easy to sign up. All a filer needs to do is open a web browser and go to: <https://www.netfile.com/corp/#campaigntraining>. Once the page loads, the filer just needs to provide us with a few pieces of information:

- First Name
- Last Name
- E-Mail Address
- Primary Phone
- Alternate Phone (Not required)
- Best Time to Call
- Committee Name
- Your Position (with the committee).
- Filing Agency

## What Happens Next?

When the filer submits the information on the web form, NetFile receives the request via e-mail and the filer receives an automated response. One of our Customer Support staff then contacts the filer to coordinate the training at a mutually agreed upon time.

## What Can the Filer Expect from the Training?

The free web-based training session consists of the following topics:

- How to add common transactions
- How to add and search for entities
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- How to create, review and e-file statements
- How to request further assistance