

Remove Member

From the **Member List** in the Shared Vault, click the **More** button beside the Member in question.

A Context Menu displays.

Click the **Remove** link.

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A **Remove Member Access** screen is displayed.

Remove Bdemo access

When a member is removed, they no longer have access to shared vault data and this action is irreversible. To add the member back to the shared vault, they must be invited and onboarded again.

Yes

No

Click **Yes** to **Remove the Member from the Shared Vault**. The member is removed from the Shared Vault.

Alternatively, click **No** to cancel the operation.

Note: similarly to the **Leave Shared Vault** function, this is only possible if the Member is not the last remaining member with Owner access.

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