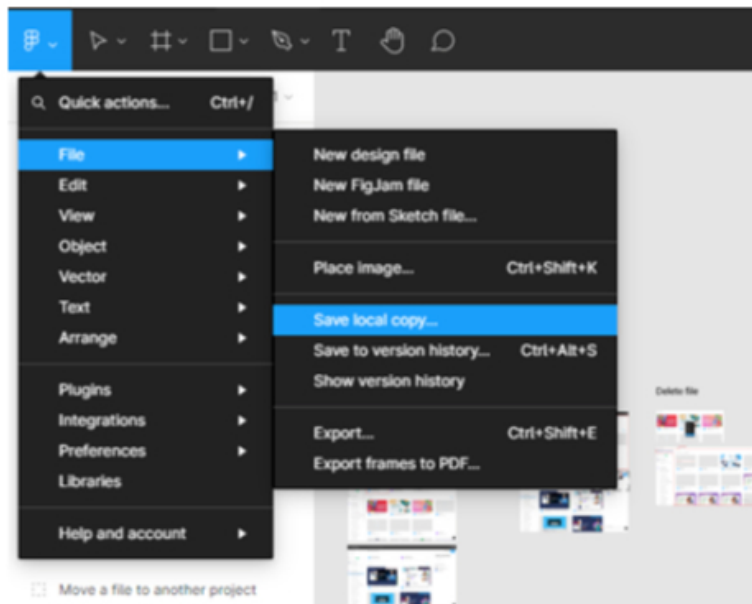# How to save and import Figma files

Save Figma file Locally

To save your file locally, hit the Figma icon in the top-left corner to open the file's menu.
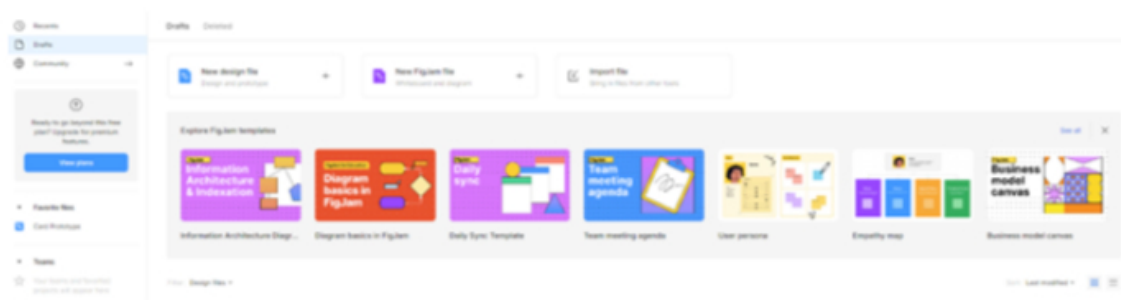
- Choose **File > Save local copy**

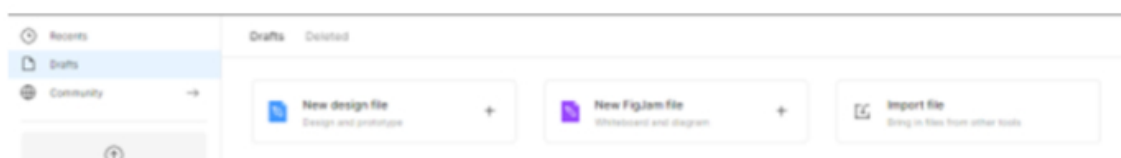Then pick a destination in your PC to save your file.

Import Figma file

Import a Fig File to the **Drafts** section.

In Figma, a draft file is a private file that contains your work in progress. You can import draft files into Figma for work you do not want to share with your team. All drafts files can be found in the Drafts folder of your Figma files browser.

To import a new file to the Drafts area, first go to the left-hand sidebar and select **Drafts.** Then, hit the **Import file** button in the top-right corner of your drafts section.

Select the file you wish to import.