

**Question 4:****How does PayTabs facilitate my Withdrawals and Settlements?**

3 Payout options available are:

**(1) Weekly Payout** - runs automatically every Monday, and a default withdrawal setting.

**(2) Monthly Auto-Payout** - runs automatically monthly; As a merchant, you can define the withdrawal date

**(3) Merchant Initiated Payout** – You as the merchant may initiate the withdrawal request via the dashboard.

Click the button at the desired frequency.

You may also define the withdrawal threshold by writing to [cs@paytabs.com](mailto:cs@paytabs.com); and mentioning the preferred withdrawal threshold.

**Merchant Initiated Payout Steps**

1. Log in to your dashboard
2. Click on "Accounts" Panel
3. Click "Request Payout"
4. Get Paid within 48 hours