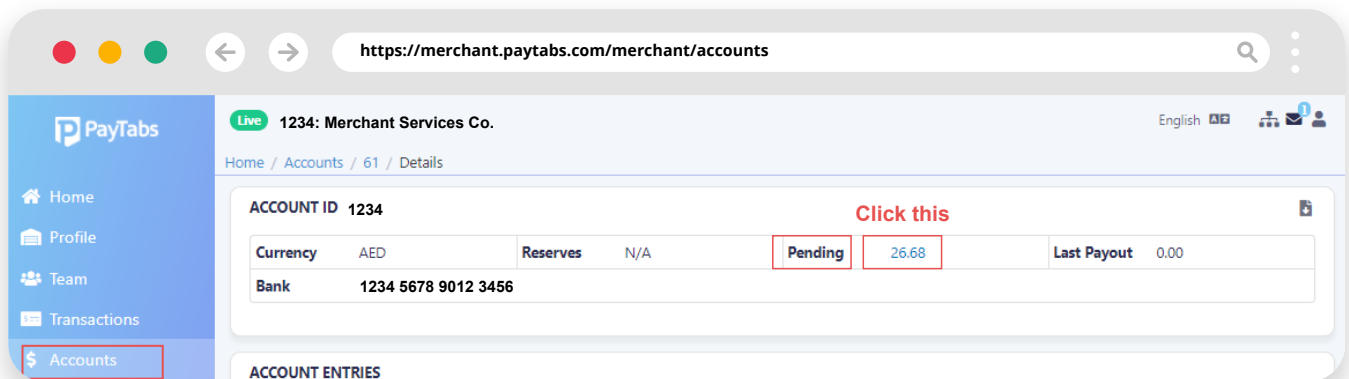


Question 8:

How to view withdrawable funds and hold days?

1. View the available balance to withdraw

Accounts>Pending

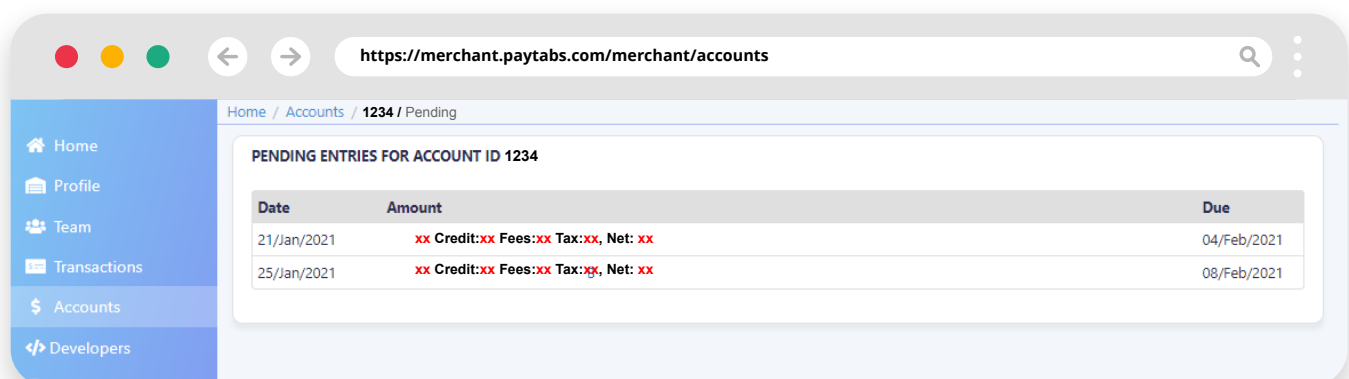


2. How to view hold days?

Click [Pending>Pending Entries](#)

Under pending entries, these info are viewable:

- Date of the transactions on the left and
- Due dates on the right of the screen is viewable.



3. Payout is processed according to the following set-up:

The three payout options available are:

- (1) weekly payout - runs automatically every Monday.
- (2) monthly auto-payout - runs automatically monthly; The merchant defines the withdrawal date and minimum withdrawal amount.
- (3) merchant initiated payout - This is a default withdrawal setting. You/the merchant initiate the withdrawal request via the dashboard, simply click the button at the frequency of your choice. You may also define the withdrawal threshold, simply write to cs@paytabs.com; and mention the preferred withdrawal threshold.

Merchant Initiated Payout Steps

- 1. Log in to your dashboard
- 2. Click "Accounts" Panel
- 3. Click "Request Payout"
- 4. Get paid within 24 up to 48 hrs.

****PSP merchants:** Are settled by partnered bank, therefore, "Accounts"panel will not be accessible.