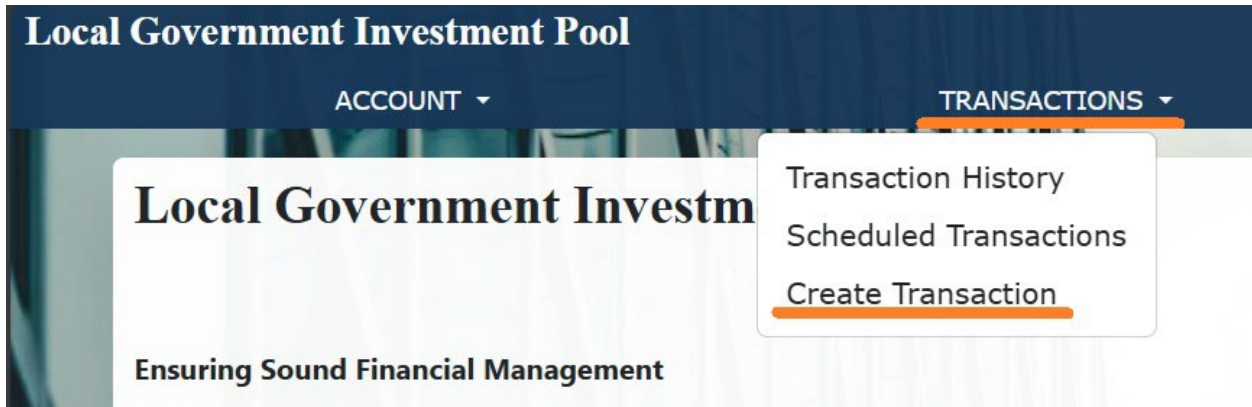
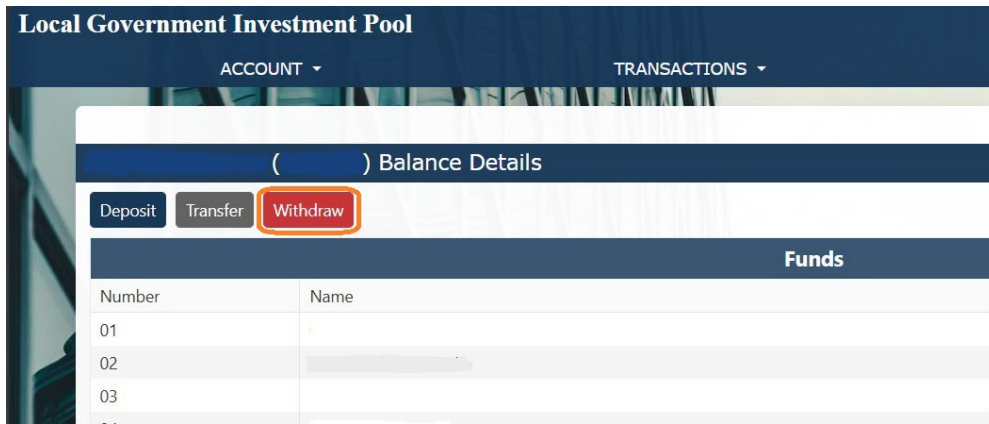


Steps for scheduling a Direct State Payment:

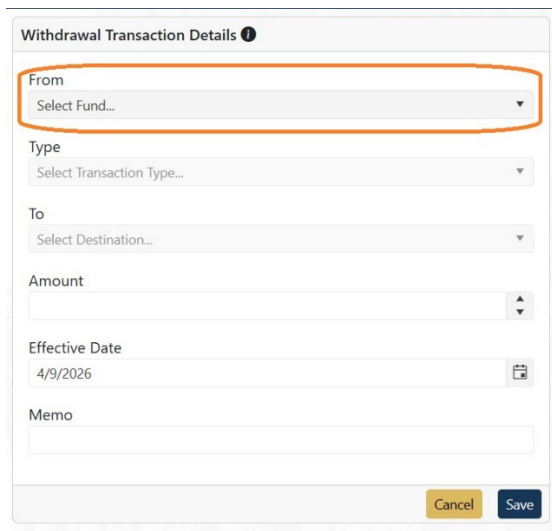
1. Click on the “Transactions” tab at the top of the screen. Then click “Create Transaction”:



2. Click on “Withdraw” to go the Schedule Deposit:



3. On the Withdrawal Transaction Details menu on the right of the screen, select the sub account that you would like to make your Direct State Payment from:



4. Select "Withdraw – State Payment":

The screenshot shows a web interface for a 'Withdrawal Transaction Details' form. At the top, there is a breadcrumb trail: 'Home / Account Balance /'. The form is titled 'Withdrawal Transaction Details' with an information icon. It contains several fields: 'From' (a dropdown menu), 'Type' (a dropdown menu with 'Withdraw - State Payment' selected and highlighted by an orange rectangle), 'To' (a dropdown menu with 'Select Destination...' selected), 'Amount' (a numeric input field with up/down arrows), 'Effective Date' (a date input field with '4/20/2026' and a calendar icon), and 'Memo' (a text input field). At the bottom right, there are 'Cancel' and 'Save' buttons.

5. Select the type of Direct State Payment that you would like to make. You will have four options – S1 Trust Fund Loan, S2 – Tax Settlement, S3 – Env Impr/Clean Water/Safe Drinking Loan & S4 – SIB Loan

This screenshot shows the same 'Withdrawal Transaction Details' form as above, but with the 'To' dropdown menu highlighted by an orange rectangle. The 'To' dropdown now displays 'S3 - Env Impr/Clean Water/Safe Drinking Loan'. All other fields, including the 'Type' dropdown (which remains 'Withdraw - State Payment'), are the same as in the previous screenshot. The 'Cancel' and 'Save' buttons are also visible at the bottom right.

6. Enter the amount you would like to pay:

The screenshot shows a web interface for a 'Withdrawal Transaction Details' form. At the top, there is a breadcrumb trail: 'Home / Account Balance /'. The form title is 'Withdrawal Transaction Details' with an information icon. The form contains several fields: 'From' (a dropdown menu), 'Type' (a dropdown menu with 'Withdraw - State Payment' selected), 'To' (a dropdown menu with 'S3 - Env Impr/Clean Water/Safe Drinking Loan' selected), 'Amount' (a text input field with a spinner, highlighted with an orange border), 'Effective Date' (a date input field with '4/20/2026' and a calendar icon), and 'Memo' (a text input field). At the bottom right, there are 'Cancel' and 'Save' buttons.

7. Enter the date that you would like the funds to date that you would like to make the payment:

This screenshot is identical to the one above, showing the 'Withdrawal Transaction Details' form. In this view, the 'Effective Date' field, which contains '4/20/2026' and a calendar icon, is highlighted with an orange border. The 'Amount' field is no longer highlighted.

8. You may place a memo for your own notes regarding the transaction. However, a memo is not required.

The screenshot shows a web interface for a 'Withdrawal Transaction Details' form. At the top, there is a breadcrumb trail: 'Home / Account Balance /'. The form is titled 'Withdrawal Transaction Details' with an information icon. It contains several fields: 'From' (a dropdown menu), 'Type' (a dropdown menu with 'Withdraw - State Payment' selected), 'To' (a dropdown menu with 'S3 - Env Impr/Clean Water/Safe Drinking Loan' selected), 'Amount' (a text input field with up and down arrows), and 'Effective Date' (a date picker showing '4/20/2026'). The 'Memo' field is a large text input area, which is highlighted with an orange border. At the bottom right of the form, there are two buttons: 'Cancel' (yellow) and 'Save' (blue).

9. Select the "Save" button. This will finalize your payment request. The payment will be processed on the effective date that you selected.

This screenshot shows the same 'Withdrawal Transaction Details' form as the previous one. The 'Memo' field is now empty. The 'Save' button at the bottom right is highlighted with an orange border, indicating it is the next step in the process. The 'Cancel' button remains visible next to it.