

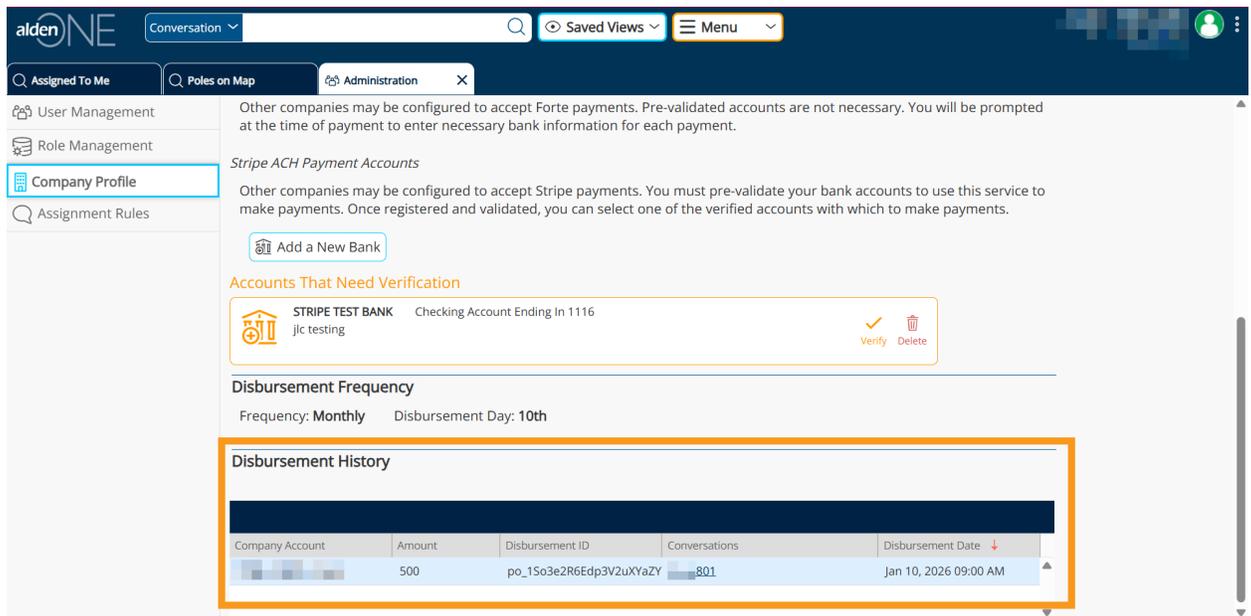
Process Owner Actions: Disbursement Frequency & History

1. Alden can also set your **Disbursement Frequency** and **Disbursement Day** (e.g., Monthly on the 10th).

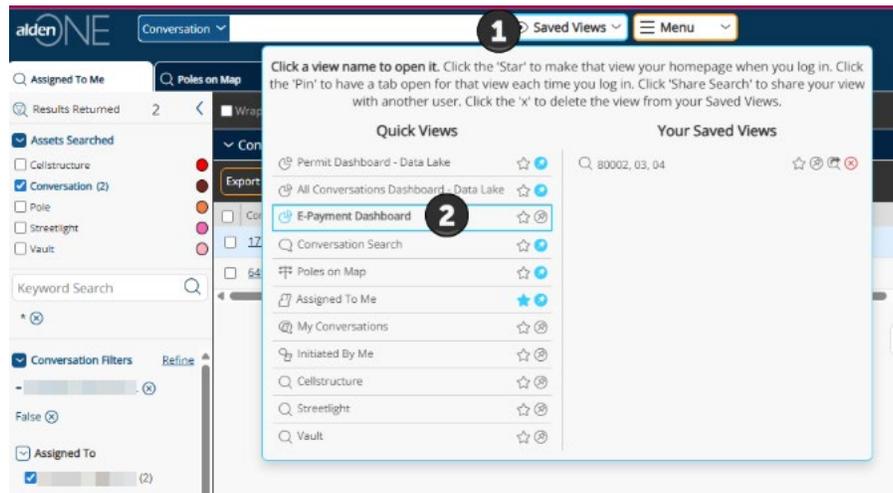
The screenshot shows the Alden ONE Administration interface. The left sidebar contains navigation options: User Management, Role Management, Company Profile (highlighted), and Assignment Rules. The main content area is titled 'Administration' and includes sections for 'Stripe ACH Payment Accounts' and 'Accounts That Need Verification'. A 'Disbursement Frequency' section is highlighted with an orange box, showing 'Frequency: Monthly' and 'Disbursement Day: 10th'. Below this is the 'Disbursement History' section, which contains a table with the following data:

Company Account	Amount	Disbursement ID	Conversations	Disbursement Date
500	500	po_1So3e2R6Edp3V2uXYaZY	1388801	Jan 10, 2026 09:00 AM

2. In the **Disbursement History** section, you'll see all the payments that have been dispersed. You'll see your **Company Account** name, the **Amount**, a unique **Disbursement ID**, the related **Conversations** as well as the **Disbursement Date**.



- a. The data in this section is also visible in the **E-Payment Dashboard** within Alden ONE by going to **Saved Views** (1) then clicking **E-Payment Dashboard** (2).



- i. The dashboard refreshes hourly. It has links to the Conversations, the Conversation #s, State, Create Date, Payment Date, Disbursement Date, Payer, Payee, Fee Type, Amount, Transaction Fee amount (If paying with a Credit Card, there's a 3.15% fee from the credit card company and a \$5.00 fee for Alden.) and other information. Like other dashboards, you can filter the information by time-period, Payer, Fee Type, State, or Disbursement status.



aldenONE ePay

PMT Year, Quarter, Month: All | Payer: All | Fee Type: All | Disbursement Status: All

Total: **\$180.5K**

State:

OpCo: All

Conv. Link	Conv#	State	Create Date	Payment Date	Disbursement Date	Payer	Payee	Fee Type	Type	Amount	Trans
		CO	12/10/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/10/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/10/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/10/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/10/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/10/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/10/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/06/2024	12/10/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/06/2024	12/11/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/06/2024	12/11/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/06/2024	12/11/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/06/2024	12/11/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/11/2024	12/11/2024	02/05/2025			Application Fee	CC	\$500	
		CO	12/11/2024	12/11/2024	02/05/2025			Application Fee	CC	\$500	

Overview | Detailed Email View