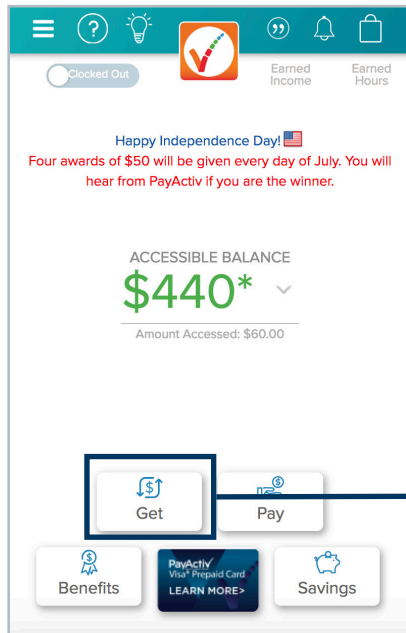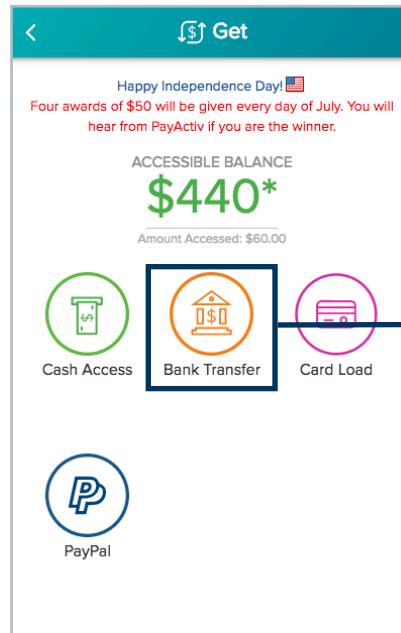## Step 1: Get
This is the section you will go to in order to transfer your **"Accessible Balance"** to a debit card or prepaid card of your choice.

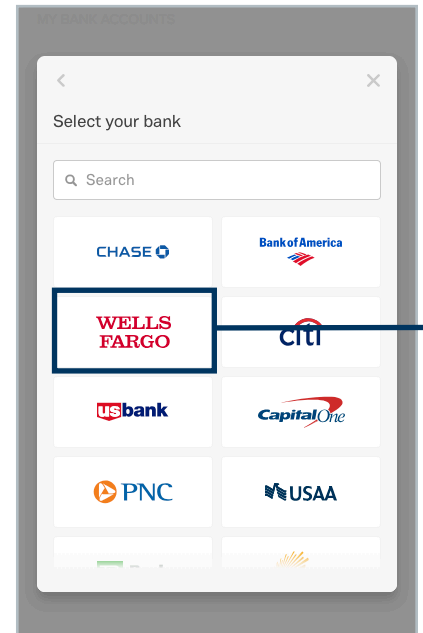## Step 2: Bank Transfer
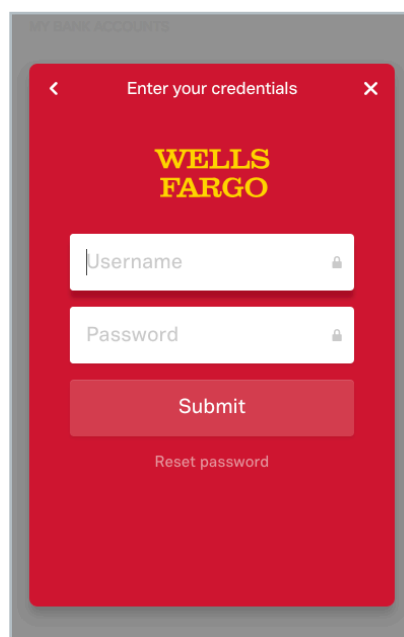If you would like to transfer your funds to a debit card, select the **"Bank Transfer"** option

## Step 3: Select Bank
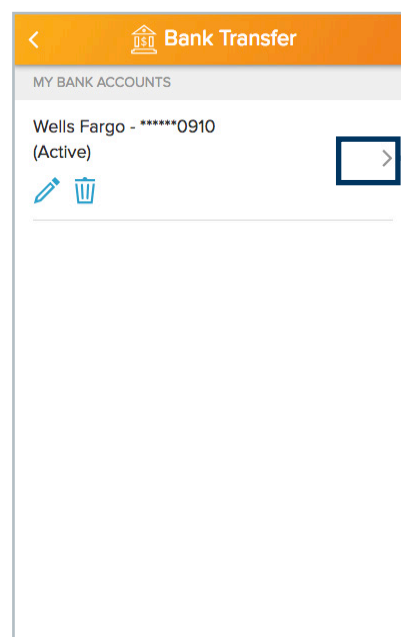Click on your bank, if not shown use the "Search" bar. Your bank might not be on the list (refer to next page)

## Step 4: Login to Bank
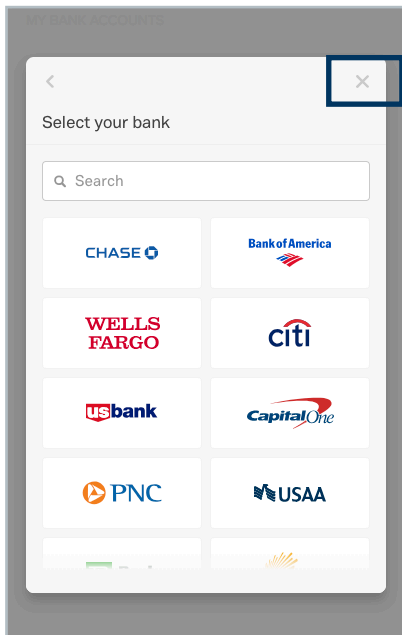Enter your banking credentials to verify account

## Step 5: Select Bank
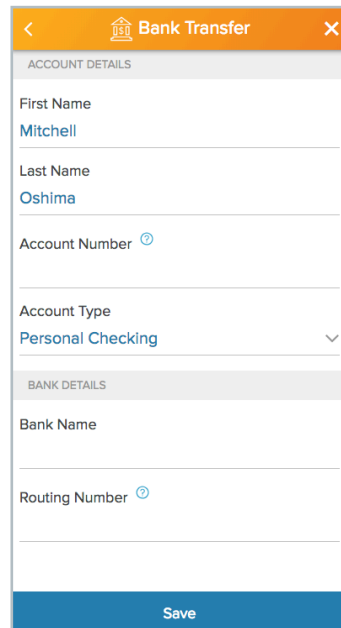Select account that has been verified and proceed with transaction

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## Step 1: After Search
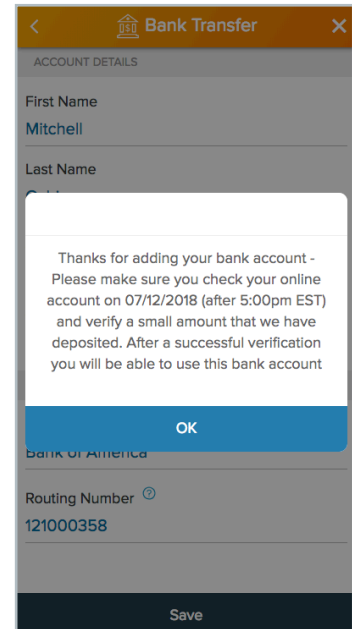After searching, if your bank is not on the list, select the **"x"** button

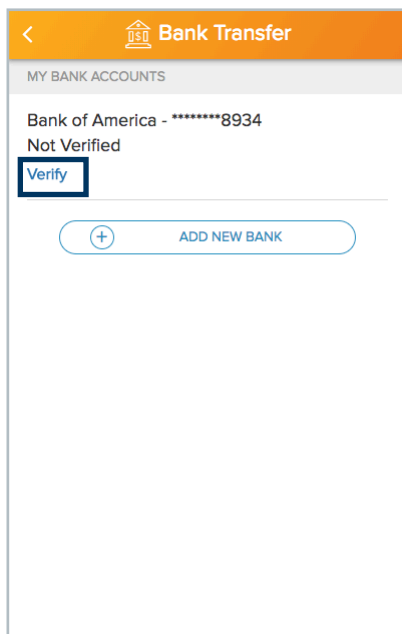## Step 2: Your Information
Enter information that is requested

## Step 3: Verify Bank 1
PayActiv will deposit a small amount (ranging from 10 – 90 cents) **into the debit card account that you entered.** You must check your transaction history to see what the amount is.
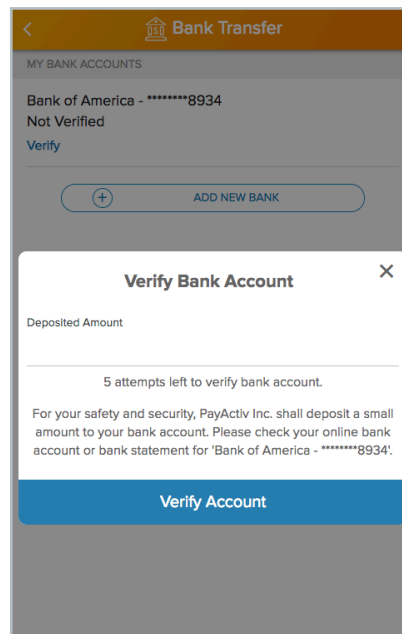


## Step 4: Verify Bank 2
Select the **"Verify"** button and enter the amount that was deposited into the bank account entered

## Step 5: Verify Bank 3
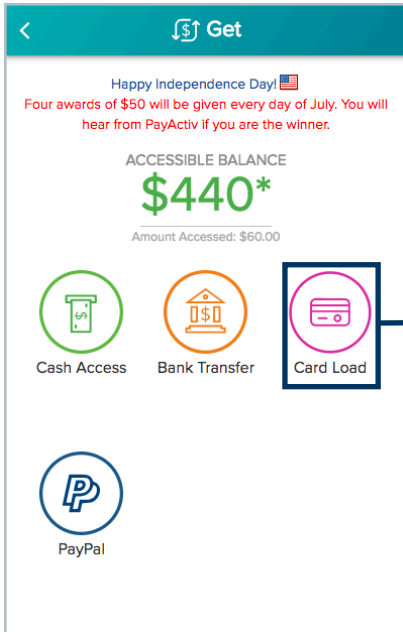Enter the amount to complete the verification process

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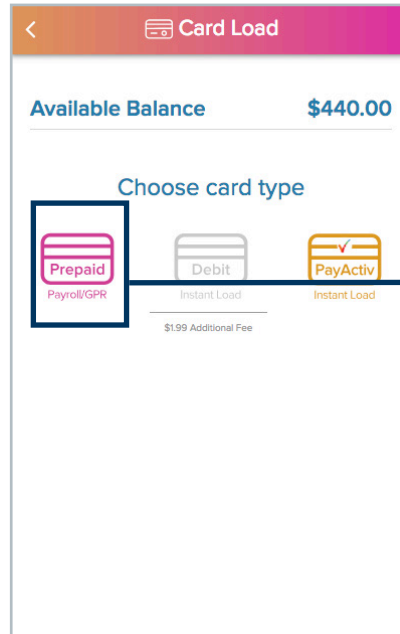
# Add Prepaid Card

## Step 1: Card Load
If you would like to transfer your funds to your own prepaid card, select the **"Card Load"** option
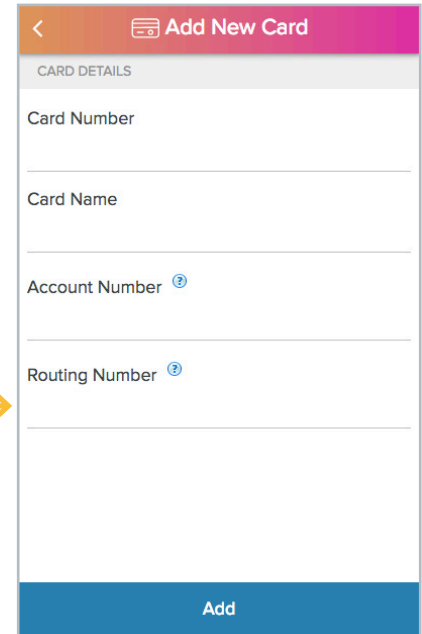


## Step 2: Prepaid
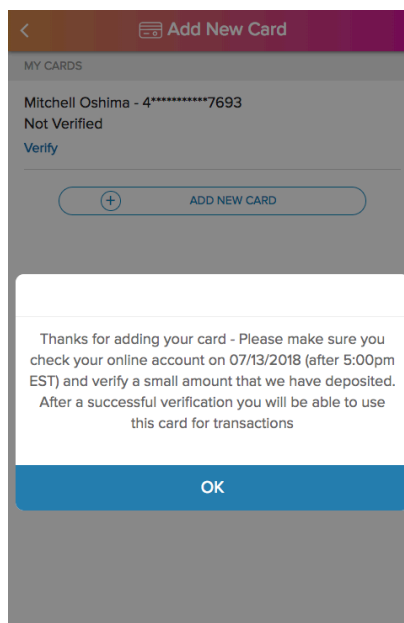Click on **"Prepaid"** card in order to add your prepaid card information



## Step 3: Enter Information
Enter information that is requested



## Step 4: Deposit Verification
PayActiv will deposit a small amount (ranging from 10 – 90 cents) **into the prepaid card account that you entered.** You must check your transaction history to see what the amount is.



## Step 5: Verify
Select the **"Verify"** button and enter the amount to complete the verification process



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