How to request payment in AIOP

Simple Instructions for Requesting Payment

When you get a new referral in AIOP, you will be credited with payment for that new referral just as soon as AIOP get confirmation that the payment has been made.

Payments are made by request from you.

First of all let me say that AIOP transfers money to members payment processors weekly and after you request payment it will take 7 to 10 days to see the credit in your Payment processor. During that time between your request and actually seeing the money in your payment processor the payment is listed as pending.

Also I found out that after you have several payments coming in during the week, that if you see a payment due and you request it before the pending payment is paid, it will slow up the existing pending payment. So What I do is make a payment request, then wait until that one shows in my processor as paid and then request any payments for new unpaid commissions. This gives me a steady weekly income. But.... you don't worry about that until you have several referrals.

Log in to your back office.

If you have new paid referrals you will see:

Unpaid :	$30.00	Members you referred
Pending payout :	$30.00	2
		The next one will be **passed up**

In my back office note that I have $30 unpaid and another $30 I have already

requested payment and am waiting for the pending amount to show up in my Payza account before I request payment for the new $30. Remember, I said it would slow up the total payment if I made a new request?

So put your cursor over the "Members Home" and click on "Request Payout".
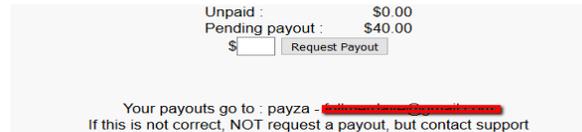
Check at the bottom that you have the proper payment processor set up.

To request payout, enter a number in the box and click on request payout. In my case I would enter 30 in the box. But at this point I am not going to do so because I will wait until the pending payout is made.

Once you click on Request Payout You will receive an email telling you a payout request was made. After it is processed, the money will show up in your payment processor back office.

Be patient and don't request payment too soon. Things take some time to get done.

Also never put a number larger than is indicated in the unpaid row.

Thank You,

Dave Fullmer

About Dave Fullmer
Dave Fullmer is a retired technician who worked 46 years on the electrical circuitry of automated manufacturing equipment. For the past 10 years he has been doing various marketing programs on the internet with some successes and some failures. He loves to share some of what he has learned so that others don't have to go through the trial and error frustrations of trying to learn by themselves

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