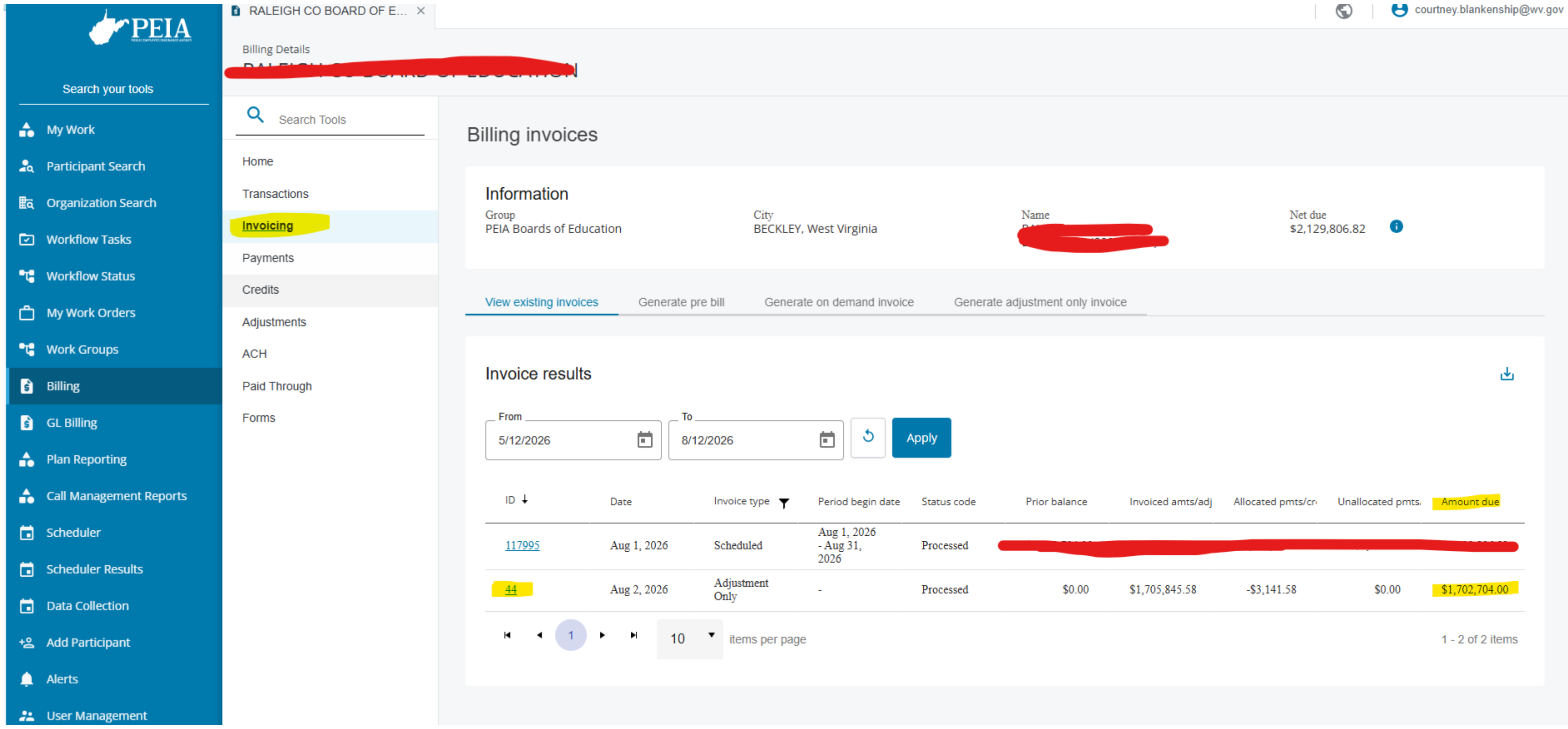
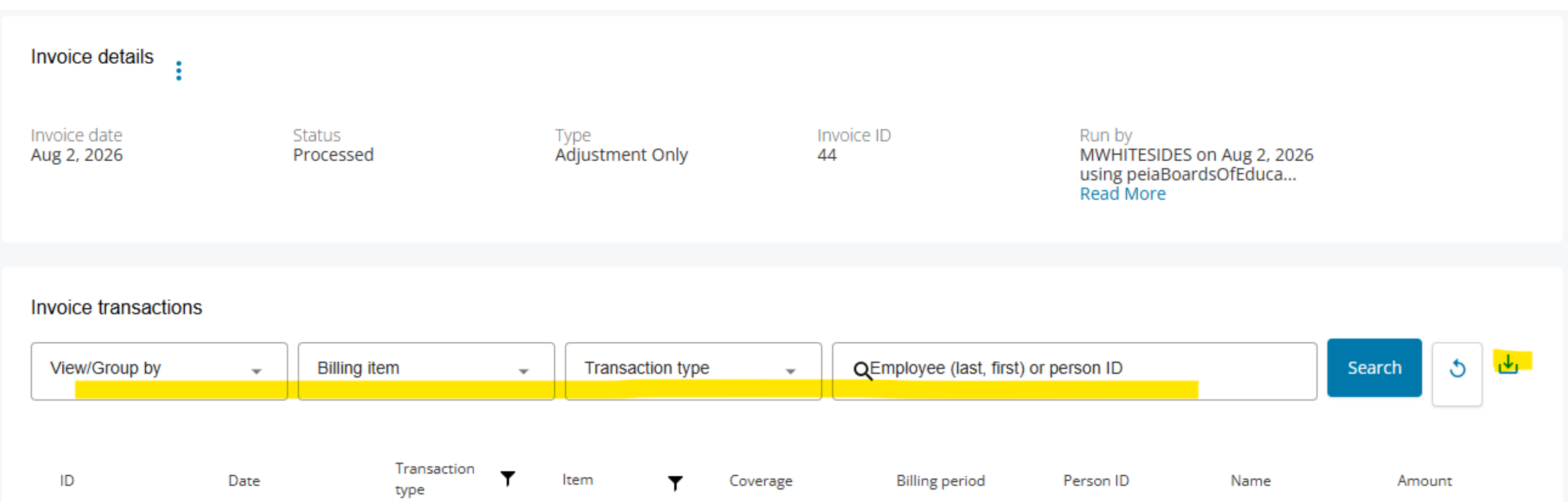
Contents:

July 2026 Billing Recon



Billing > Invoicing > Click the 8/2/2026 hyperlink

You can filter and view, or export the full upload for July 2026 to an excel sheet



The balance for July 2026 has been verified to be fully carried over from Web Contributions.

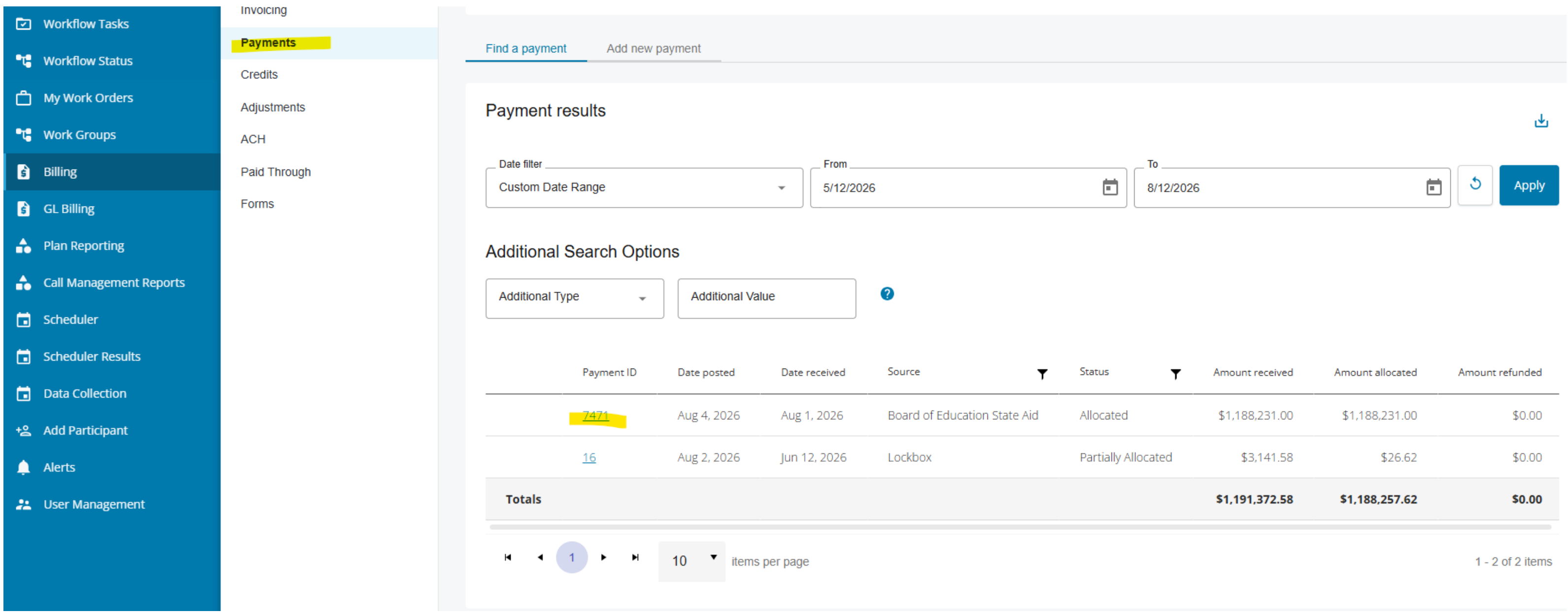
Any unapplied payments that the agency had at the time of conversion on 7/17/2026 was automatically allocated to the beginning balance, reducing the amount owed for the agency.

s	Amount due
	$2,129,806.82
	$1,702,704.00

1 - 2 of 2 items

This is the full July 2026 amount owed.

For Boards of Education, the July 2026 State Aid has been applied. To check to see that balance, go to the payments.



Click the hyperlink,

You can scroll to the bottom of that and see the itemizations, filter, export to excel.

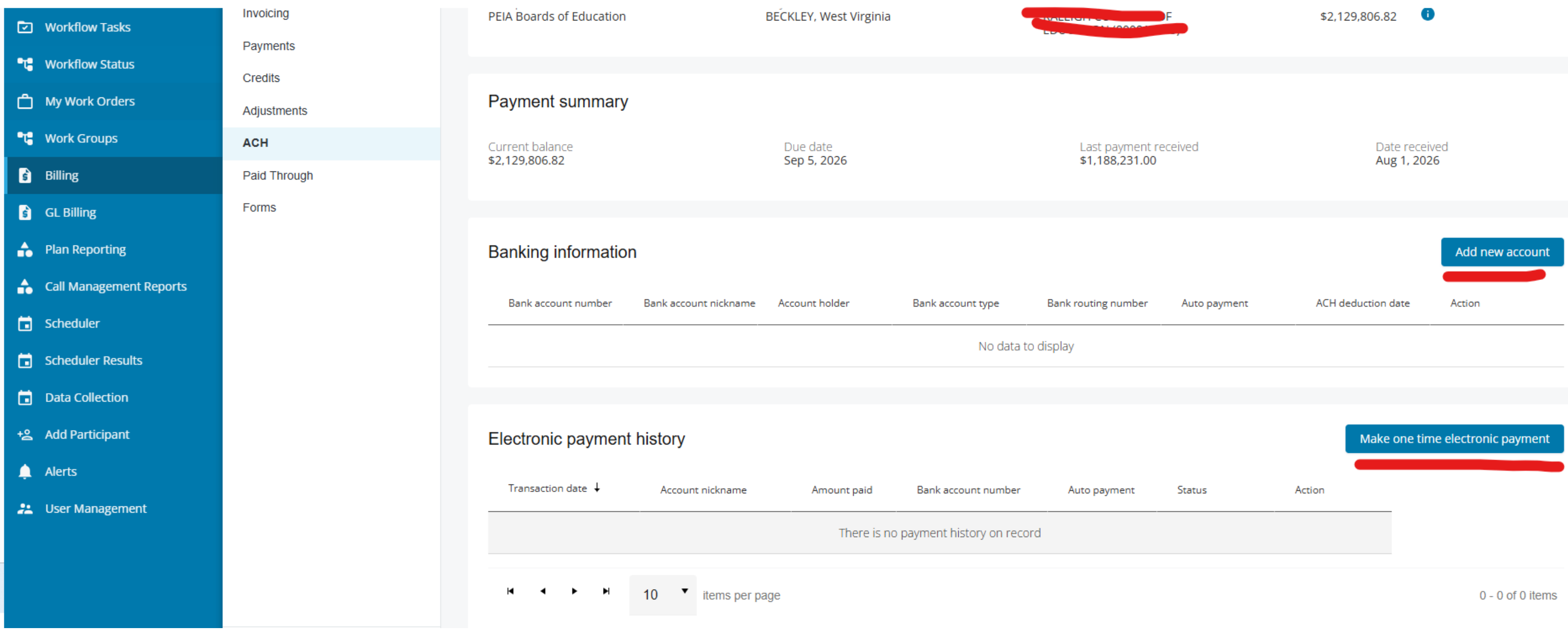
For Recon specifically, *you would take the beginning amount owed minus the State Aid payment amount*

1,702,704.00 minus 1,188,231.00 = $514,473

Once you have your balance, you can make a payment based on that number.

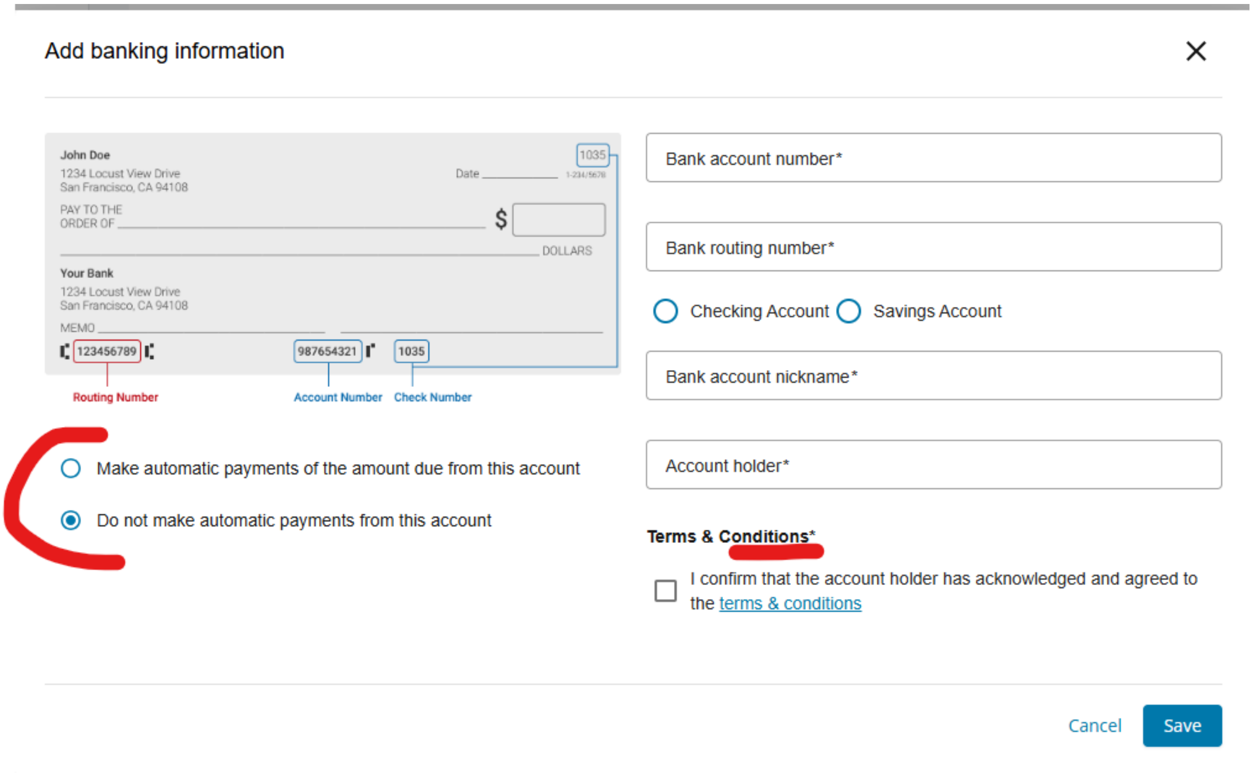
For State Agencies: A lot of State Agency accounts did have excessive amounts of unapplied payments plus we have payroll, so although you didn't make a payment in July, the unapplied payments still applied to your July billing and theoretically, that is the same as making a July payment in this situation.

Paying with ACH



ACH payments can only be made on the ACH tab in the billing

You can add a new account or if you were already set up, you should see your account details here.

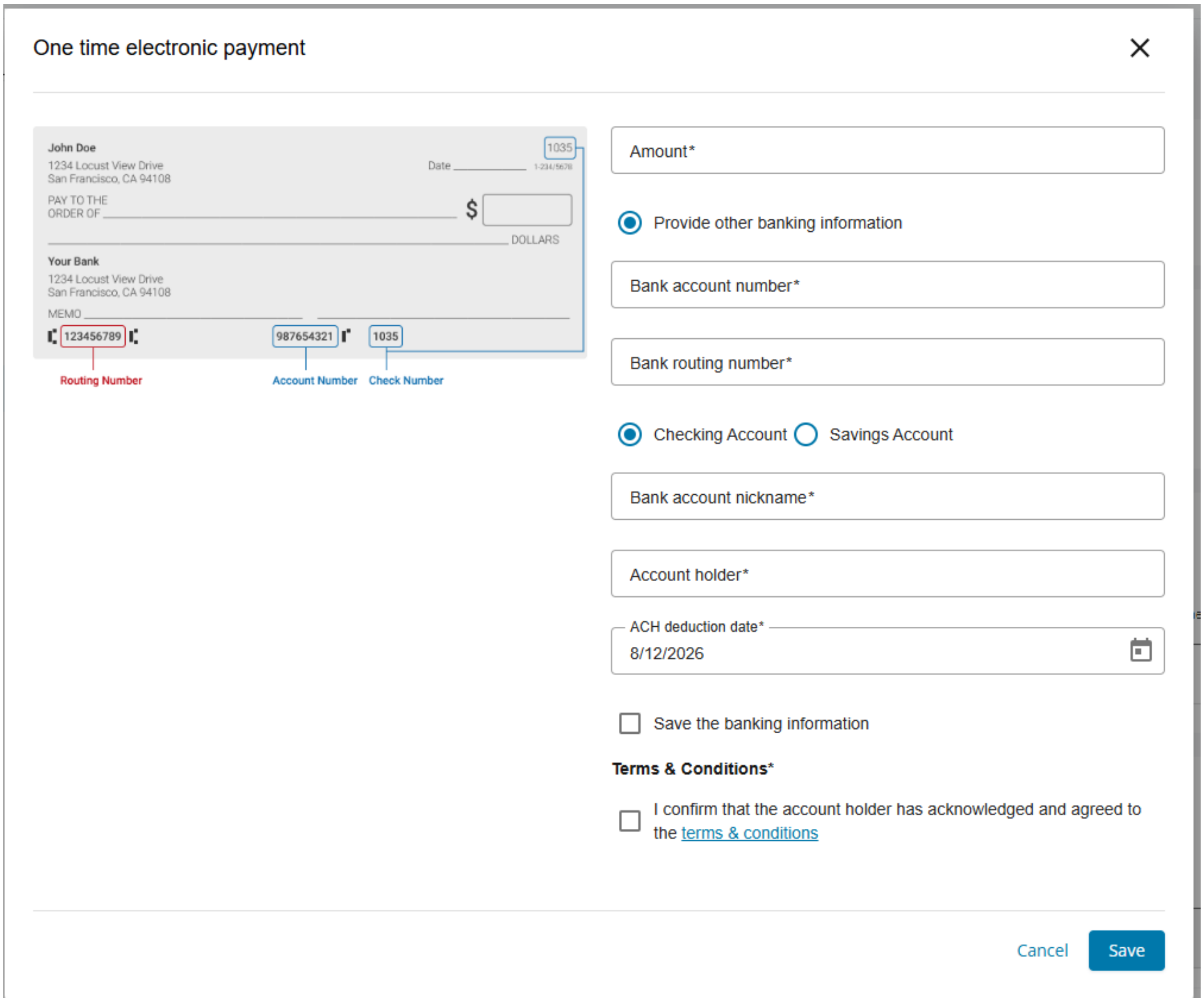


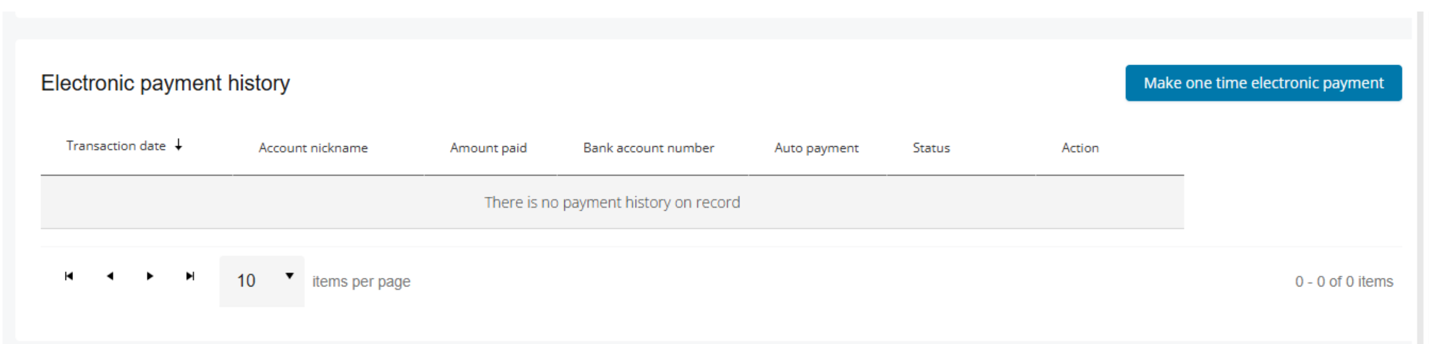
The Terms and conditions gives you information if you click it and want to read it.

You can choose automatic payments for the 5th or 20th, or you can keep it as do not make automatic payments and it just saves your account for next time.

When making the payment, you type in the amount you want to pay, your information would likely autofill if it's already saved or you can choose to save it for next time here, save, and then it will show in your Electronic Payment History.

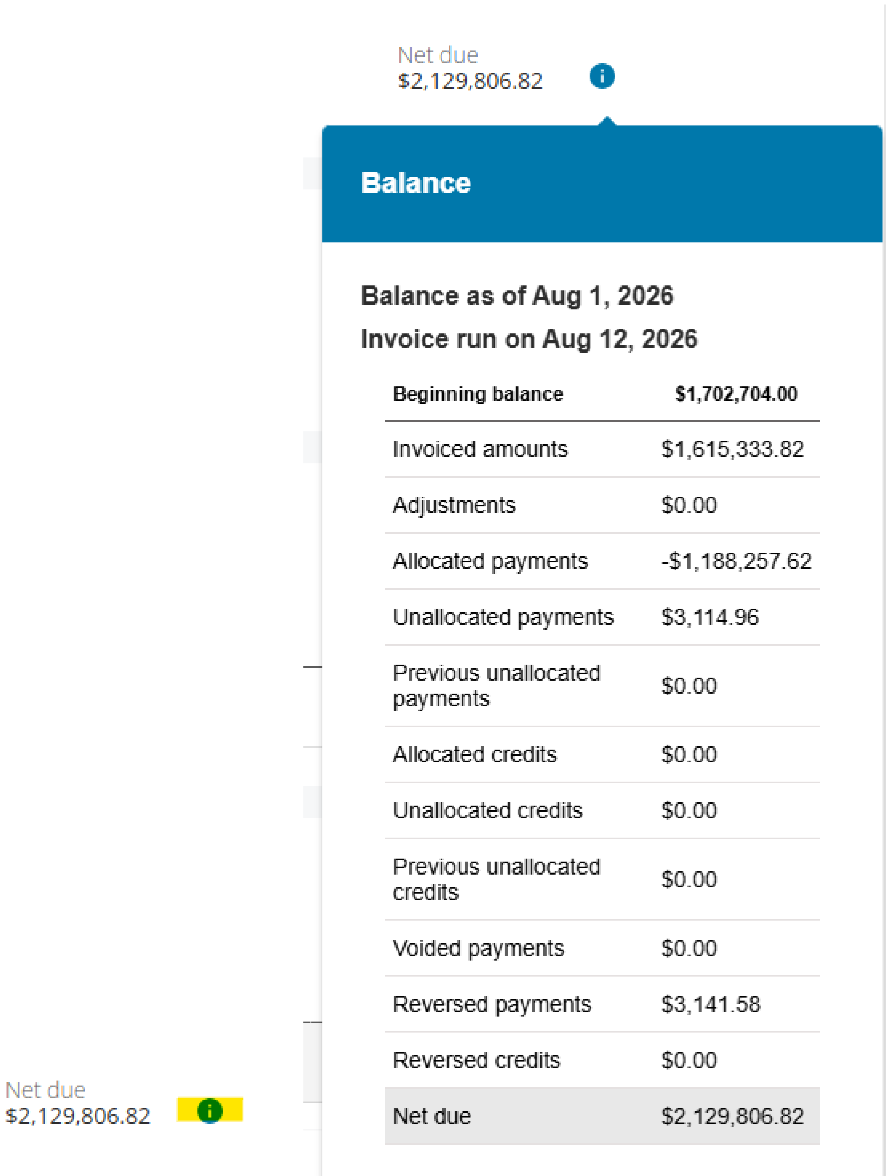
We do not have a payment confirmation screen at this time.





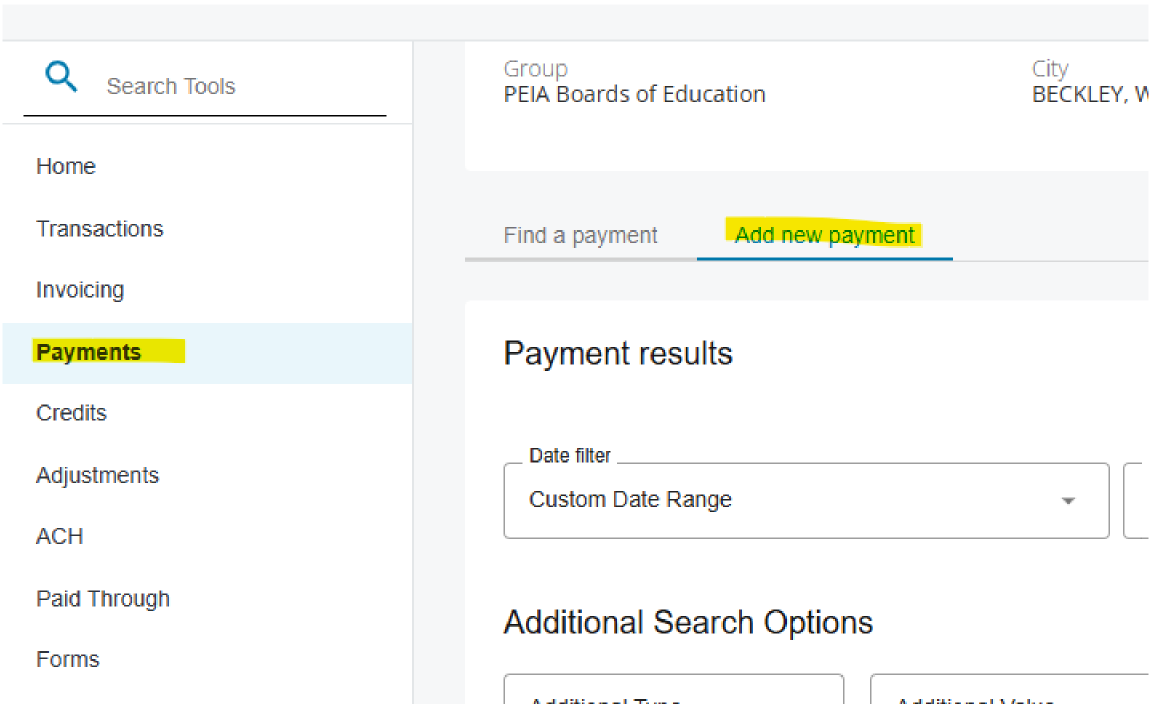
Here is where you can edit the payment after you make it, if you submit it twice, or for the wrong amount, you can use the pencil to delete it before it is deducted from your account. You have until the end of the business day at this time to do that.

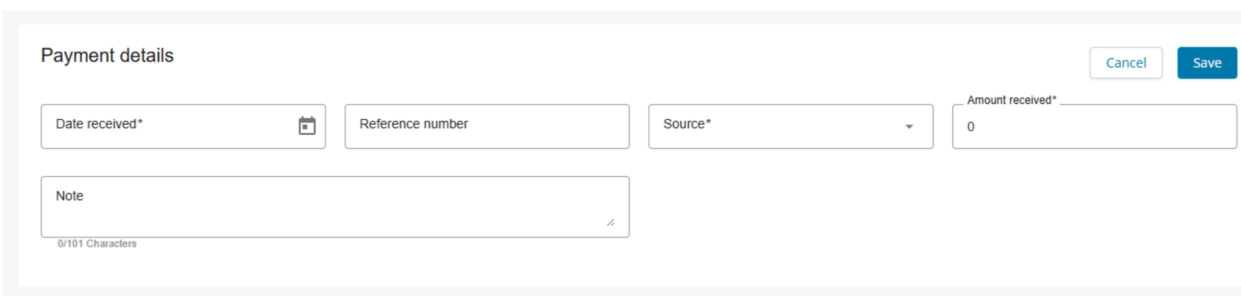
Your Net Due will reduce by the amount of the payment. If you click the little icon, you will get a billing rundown



Beginning balance	$1,702,704.00
Invoiced amounts	$1,615,333.82
Adjustments	$0.00
Allocated payments	-$1,188,257.62
Unallocated payments	$3,114.96
Previous unallocated payments	$0.00
Allocated credits	$0.00
Unallocated credits	$0.00
Previous unallocated credits	$0.00
Voided payments	$0.00
Reversed payments	$3,141.58
Reversed credits	$0.00
Net due	$2,129,806.82

Paying with IET or Lockbox





Date received: Today’s date (at the time of creation)

Reference number: not required; for your own records or can be blank

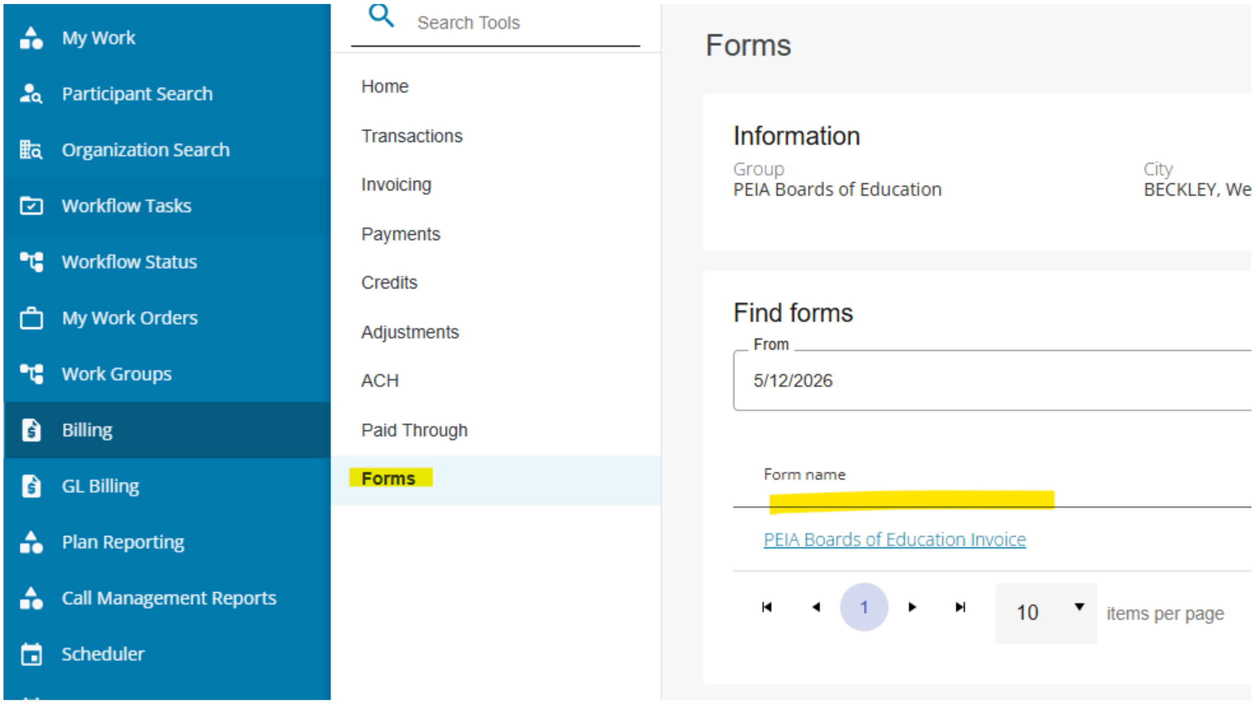
Source: IET or Lockbox

Amount received: Amount of each check (3 checks need 3 payments) or

The amount of the IET.

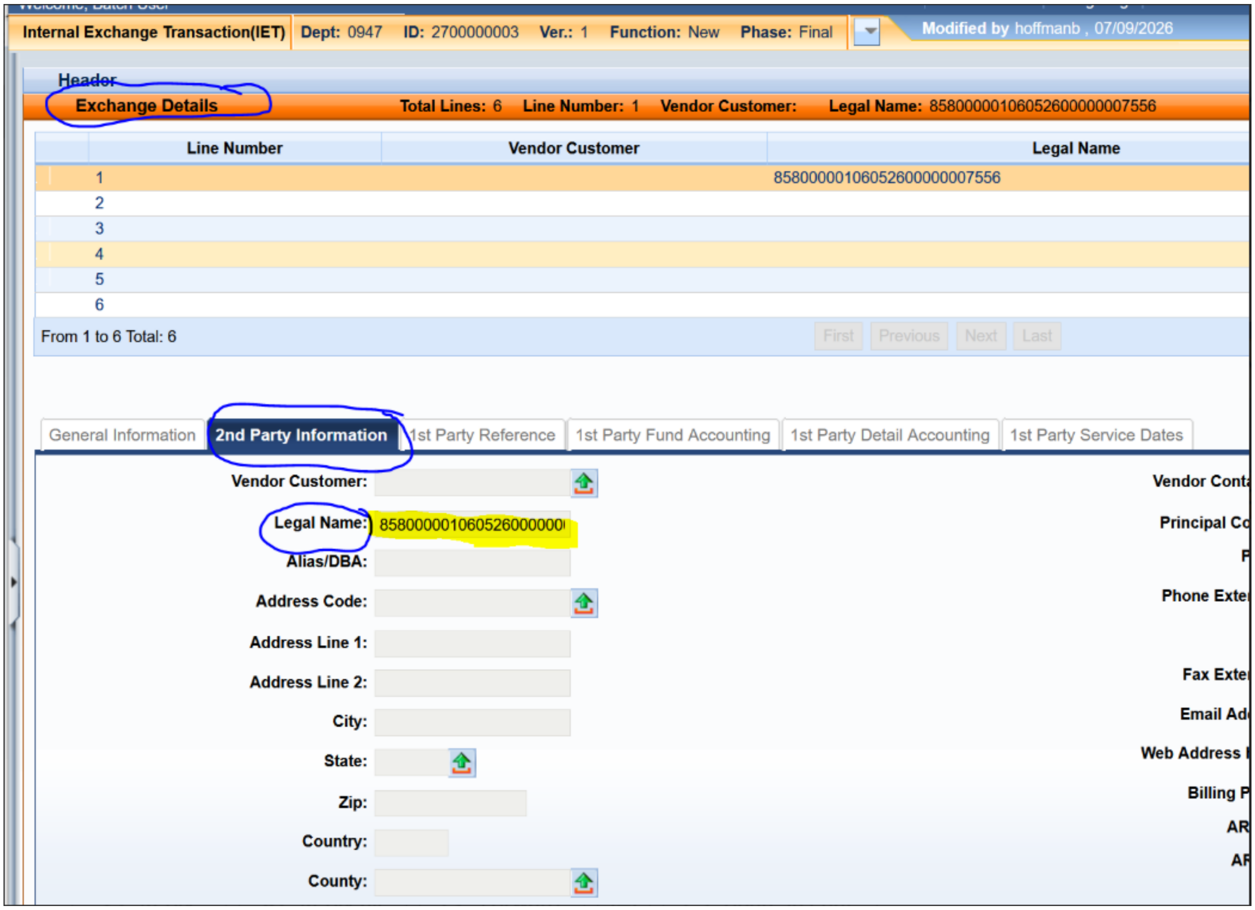
You will then generate a coupon in the forms tab

This will have Lockbox Coupon or IET coupon that you can download and print out to mail with the checks or attach to an IET



IET instructions were sent out by Jason Haught, you would use the IET coupon number and put it into the Oasis side

"Jason, You'll need to update your instructions to agencies. On the IET documents, they will need to go to Exchange Details, Then 2nd party Information, and populate Legal Name"



This will automatically update the Document ID by File

Any 8/1/2026 eligibility changes will be included in the 9/1/2026 beginning balances but you can go in and view them as pending through the month of 8/2026 in the Credits and/or Adjustments tab

This is by no means an official document, I just hope it helps clear out some of the questions we are receiving,

Thank you for being patient and working with us through this transition.