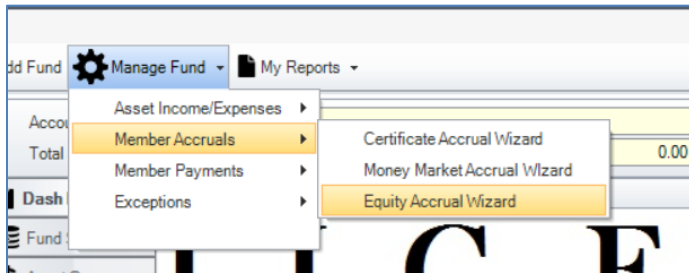


## Equity Member Distribution - Accrual in LLC Fund Manager

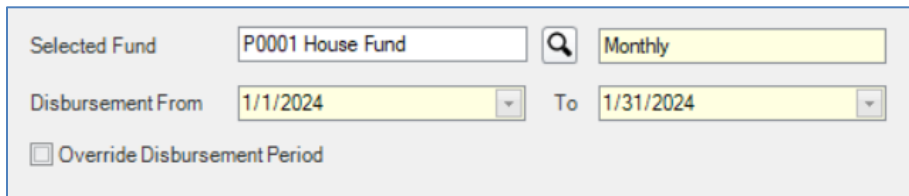
This document explains the process of posting member income during the equity distribution cycle in your **LLC Fund Manager** software:

The **Equity Accrual Wizard** in the **Manage Fund** → **Member Accruals** shortcut menu will take you through the steps necessary to assign member equity income to fund members.

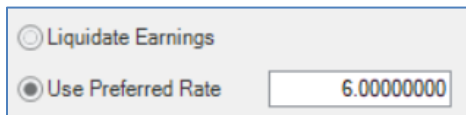


*You can review/revise any step in the wizard process at any time to see updated calculation previews.*

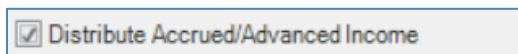
The disbursement date range begins with the fund open date and subsequent disbursements follow according to the fund disbursement period. For multiple runs in the same period, an annual posting, or other irregular postings, use the **Override Disbursement Period** to change the date range.

A screenshot of a form for selecting the disbursement period. It includes a 'Selected Fund' dropdown set to 'P0001 House Fund', a search icon, and a 'Monthly' dropdown. Below are 'Disbursement From' and 'To' date pickers set to '1/1/2024' and '1/31/2024' respectively. There is an unchecked checkbox for 'Override Disbursement Period'.

If planning to disburse funds to members using a target rate, check the **Use Preferred Rate** option and set the payout rate. Alternatively, the undisbursed income in the fund's asset groups will be liquidated.

A screenshot of a form with two radio button options. The first is 'Liquidate Earnings' (unselected). The second is 'Use Preferred Rate' (selected), with a text input field next to it containing the value '6.00000000'.

When using the preferred rate payout, any remaining undisbursed income - the fund's accrued income - can be allocated to members using the **Distribute Accrued / Advanced Income** option.

A screenshot of a checkbox labeled 'Distribute Accrued/Advanced Income', which is checked.

**LLC FUND  
MANAGER**

## Preliminary Disbursement Details

Member Balance Total	85,363.31
Weighted Member Balance	85,263.31
Total Outstanding Collateral Balance	0.00
Principal Received	0.00
<hr/>	
Revenue Received	520.00
Expense Paid	0.00
Accrued Income / Expense	0.00
<hr/>	
<b>Net Income Received</b>	<b>520.00</b>

The preliminary disbursement details page loads the activity for the disbursement period.

The transaction summary includes the member balance as of the period end date, the calculated member balance for the period (accounting for any changes within the period), the current collateral balance as of the period end date, and a summary of undisbursed transactions applied to the asset groups.

Management Fees	0.00
Reserve Withholding	0.00
Advance / (Accrual)	0.00
<hr/>	
<b>Disbursement Amount</b>	<b>520.00</b>
<hr/>	
Gross Yield on Member Balance	7.31850546
<b>Net Yield on Member Balance</b>	<b>7.31850546</b>
<b>Total Shares Owned</b>	<b>85,263.3100</b>

If using the preferred rate, the amount adjustment necessary to make the distribution is calculated in the Advance/(Accrual) field. An excess revenue will show a negative adjustment to the posting - an accrual of income for the fund. A revenue deficiency will show a positive adjustment to the posting - an advance of income from the fund.

Fees and reserve are not yet calculated at this step.

## Verify Computed Fees

<b>Management Fee</b> Management Fee Type: Percentage Management Fee Percentage: 1.0000 <input type="text" value="71.05"/>	<b>Amount Broker Will Advance / (Accrue)</b> Gross Funds Needed: 426.32 Cash Income Received: 520.00 Cash Adjustment After Fees: -93.68 (Overfunded) <input type="text" value="-93.68"/>
<b>Reserve</b> Reserve Not Enabled <input type="text" value="0.00"/>	

Management Fees & Reserve Withholdings are enabled on the Fund Settings tab of the fund. These amounts decrease the total distribution prior to member calculated accruals.

The Broker Advance / Accrual for preferred rate posting will increase / decrease the total distribution to make the net payment to members match the target rate.

*The calculated amounts can be manually overwritten on this page. You will have an opportunity to preview the final disbursement totals on the next page and can return to this page to make adjustments as necessary.*

## Verify Member Income

Once the final disbursement totals are confirmed, review the individual member income accrual assignments.

Each member's gross income, management fee withholding, tax withholding, and net income are calculated. For members set to reinvest income, the reinvested column shows the net income rolling over into new equity.

Member #	Member	Share %	Gross Income	Management Fee	Tax Withheld	Net Income	Reinvested
M10000001	First Company Co	57.46856800	245.00	40.83	20.42	183.75	0.00
M10000002	Company Two LLC	42.53143200	181.32	30.21	15.11	136.00	136.00

## Rollover Settings & Verify Rollover Purchases

If any members are set to reinvest earnings, the settings for new equity purchases are displayed.

**Members with reinvested income will have purchases made using the following settings:**

Effective Date       Use Disbursement Date     Use Specified Date    1/31/2024 ▾

Transfer Notes     

Select the effective date of the new equity purchases. The transfer notes are saved on the memo of the transaction attached to the equity purchases.

Member #	Member Name	Date	Amount	\$ Per Share	Shares Purchased
M10000002	Company Two LLC	7/31/2023	136.00	1.00	136.00

Review the list of equity purchases to be made from the disbursement.

**Equity purchases are made immediately at the conclusion of the wizard. For members set to cash all equity income, see the how to document on Equity Distribution to Members – Scheduled Payments.**

## Finishing the Wizard

After confirming all results, the final page will commit the transactions to the fund and print a summary report. Add an optional description to the disbursement using the Notes field.

To complete the wizard press the finish button.

Print Summary Report

**Summary**

Fund      P0001 House Fund

Period    1/1/2024 ▾ to 1/31/2024 ▾ @ 4.99996607%

Description    Periodic Preferred Rate: 6.0000

Notes