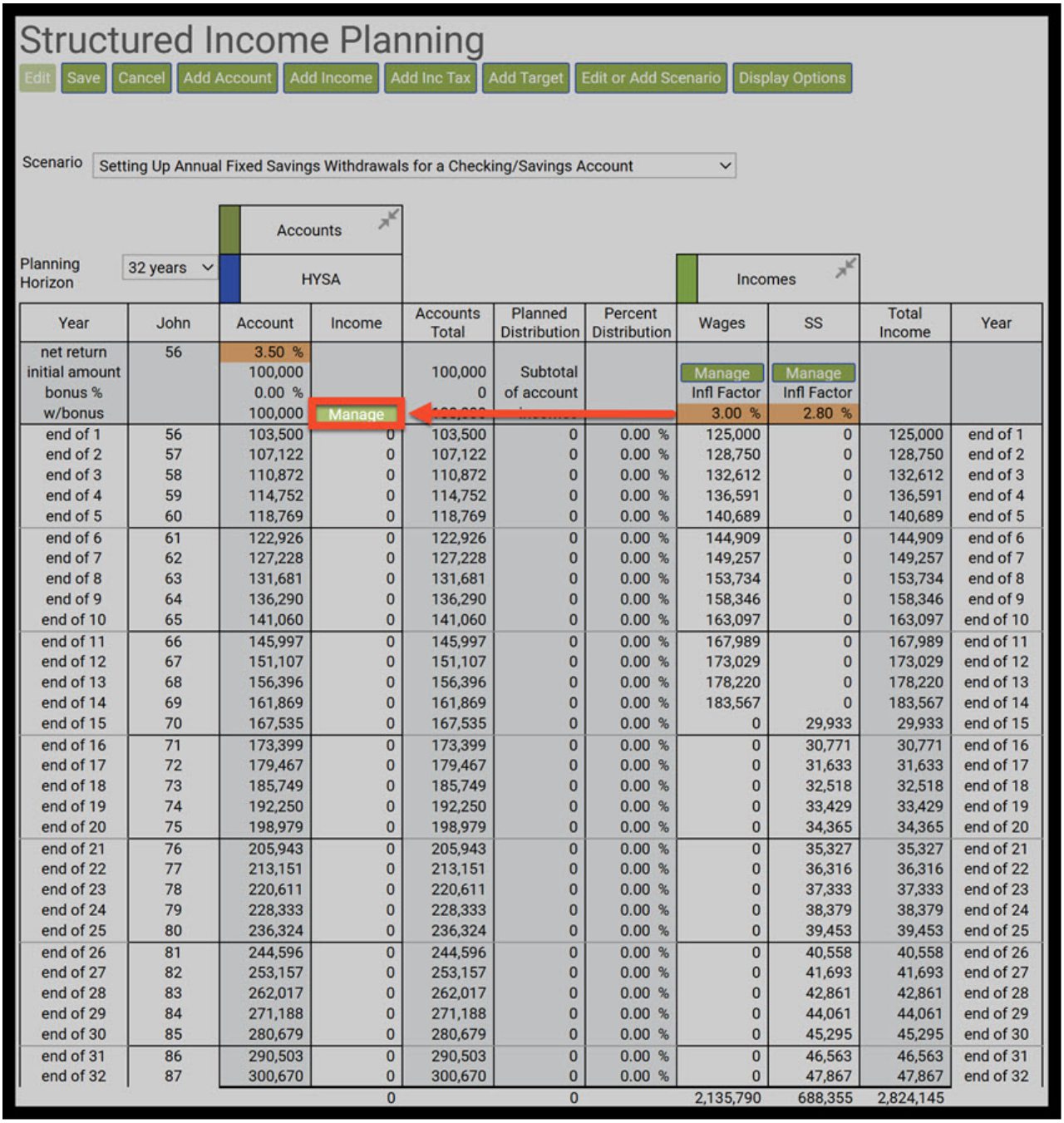
Setting Up Annual Fixed Savings Withdrawals for a Checking/Savings Account

08/12/2026 12:24 pm EDT

There are several ways to withdraw funds from accounts. This article will walk through how to use the savings function in an account with a negative cashflow to create a withdrawal. Below is the step-by-step guide for withdrawing money from a HYSA using the Annual Fixed Savings function, covering three options: Pick Years, Start Years for Rest of Plan, and Start Year for X Years. We will start at the Structured Income Planning landing page.

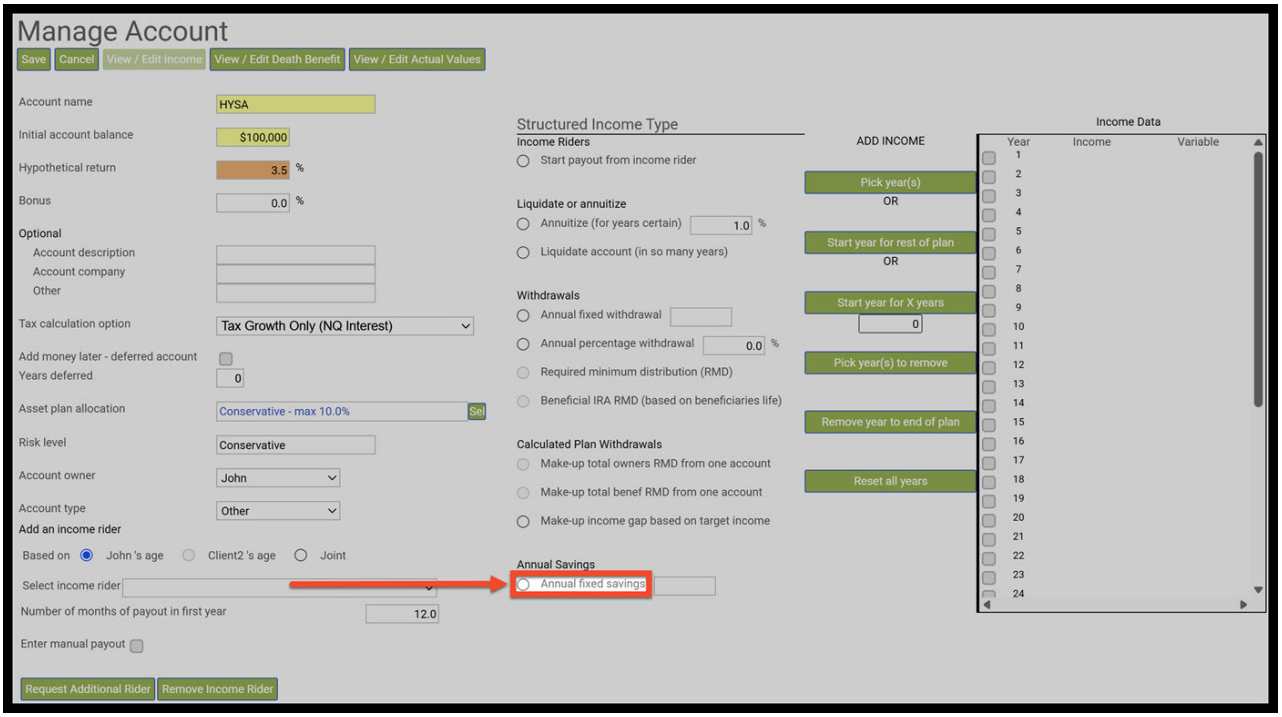
Related Articles: *Setting Up Annual Fixed Savings Deposits for a Checking/Savings Account*, *Creating a Checking/Savings Account from the Structured Income Planning Page*

Step 1: Manage: Click on the green manage button within the column for the HYSA account.

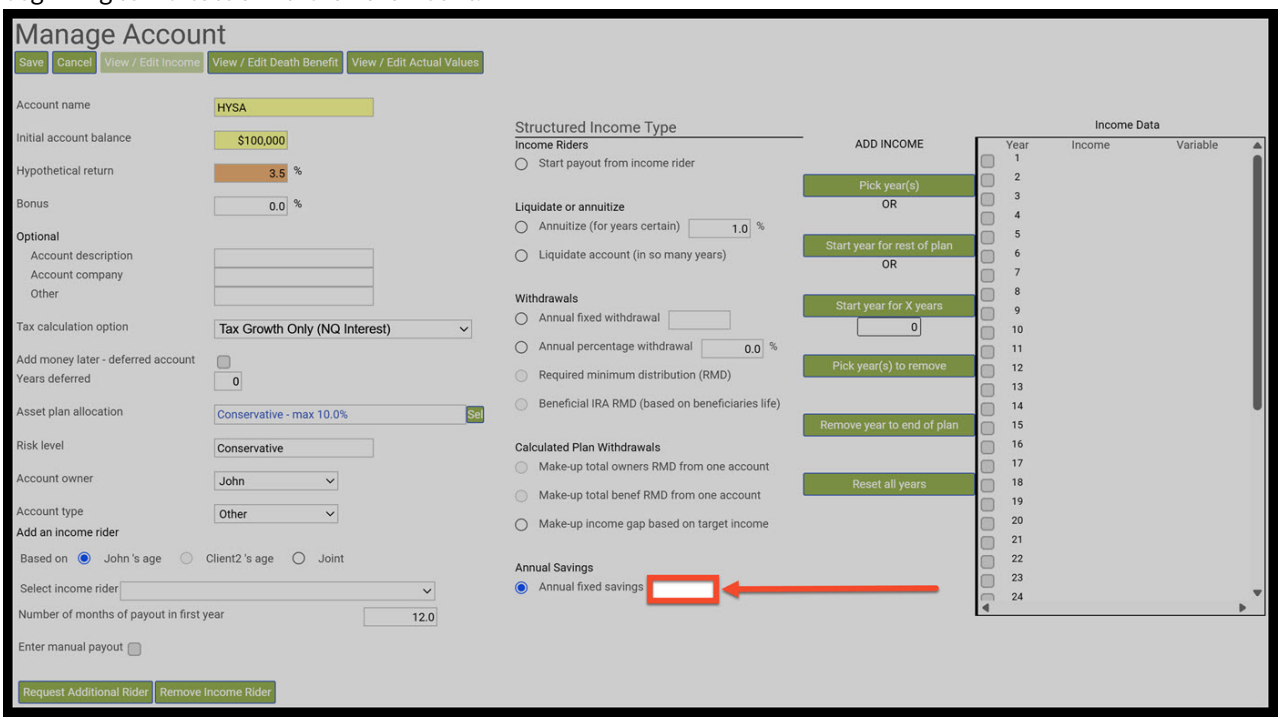


Option A: Pick Years: -$7,000 for years 1 through 5

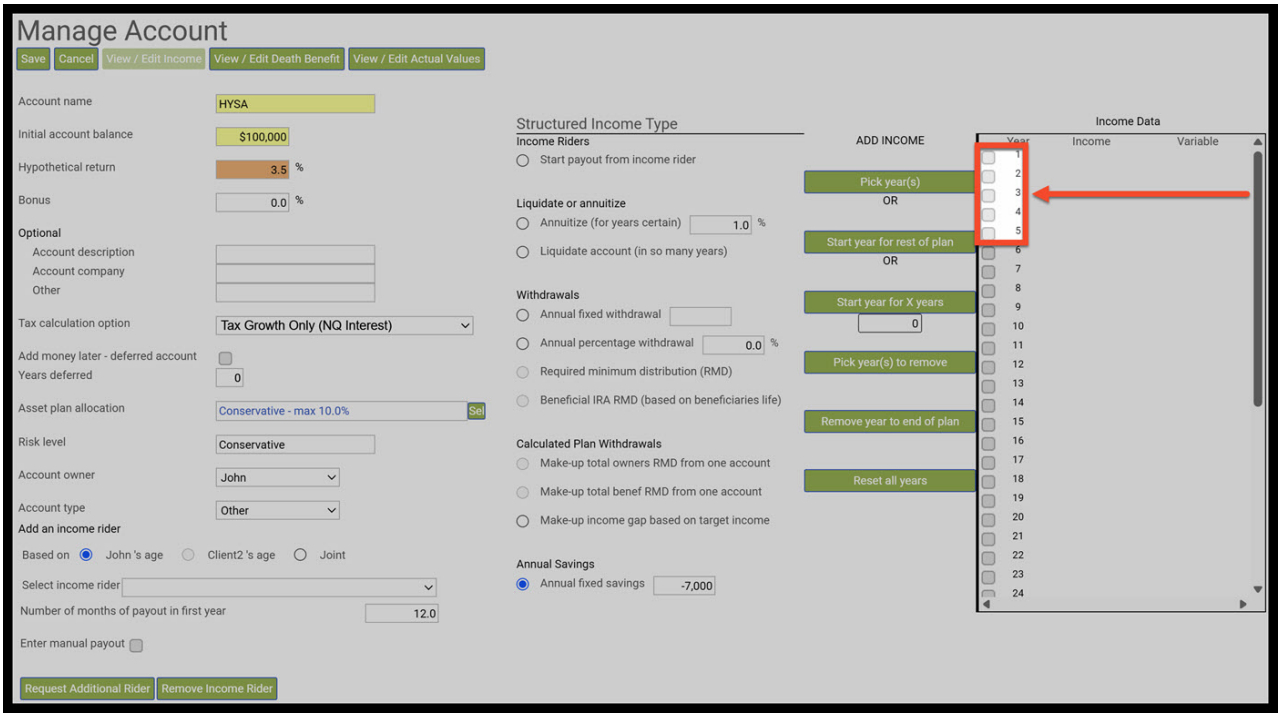
Step A1: Annual Fixed Savings: Click on the radio button for Annual Fixed Savings.



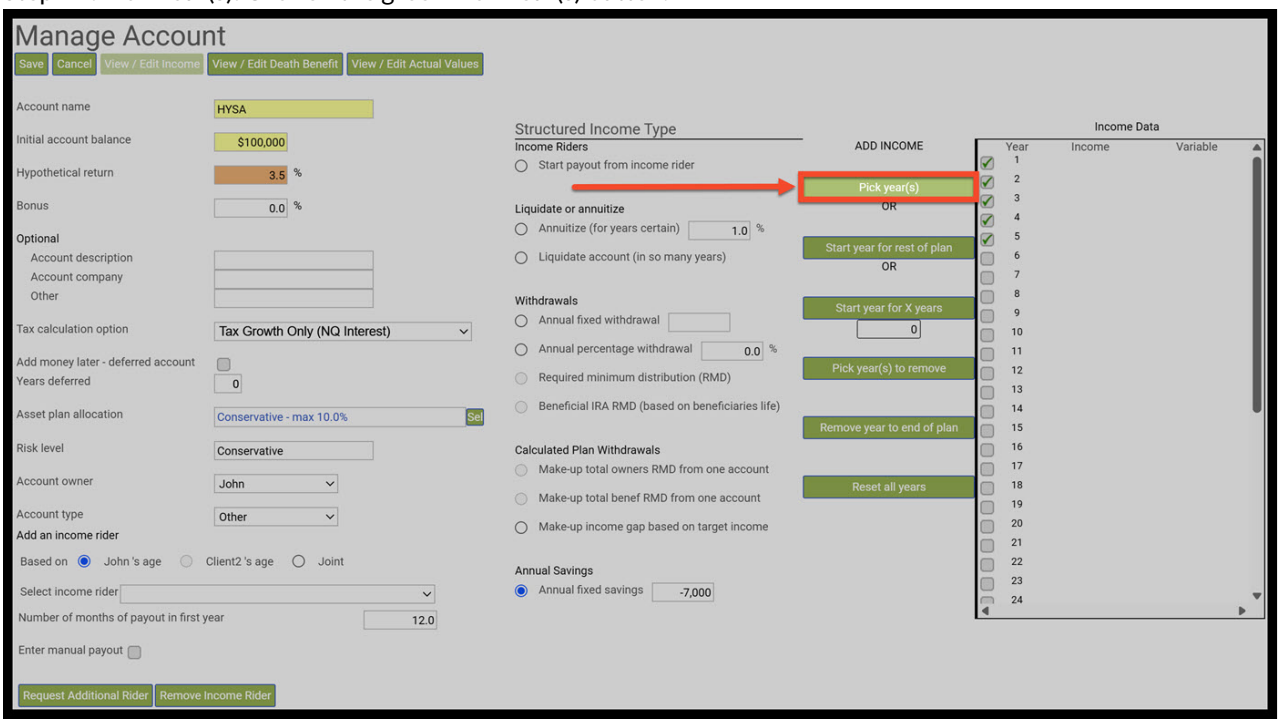
Step A2: Annual Fixed Savings Textbox: Enter the monetary amount. SIPS does not recognize the dollar sign; it only accepts numbers with or without commas. For example: 7,000; 7000; -7,000; or -7000. Use a negative sign (-) at the beginning to indicate a withdrawal amount.



Step A3: Income Data: Click on Years 1 through 5.

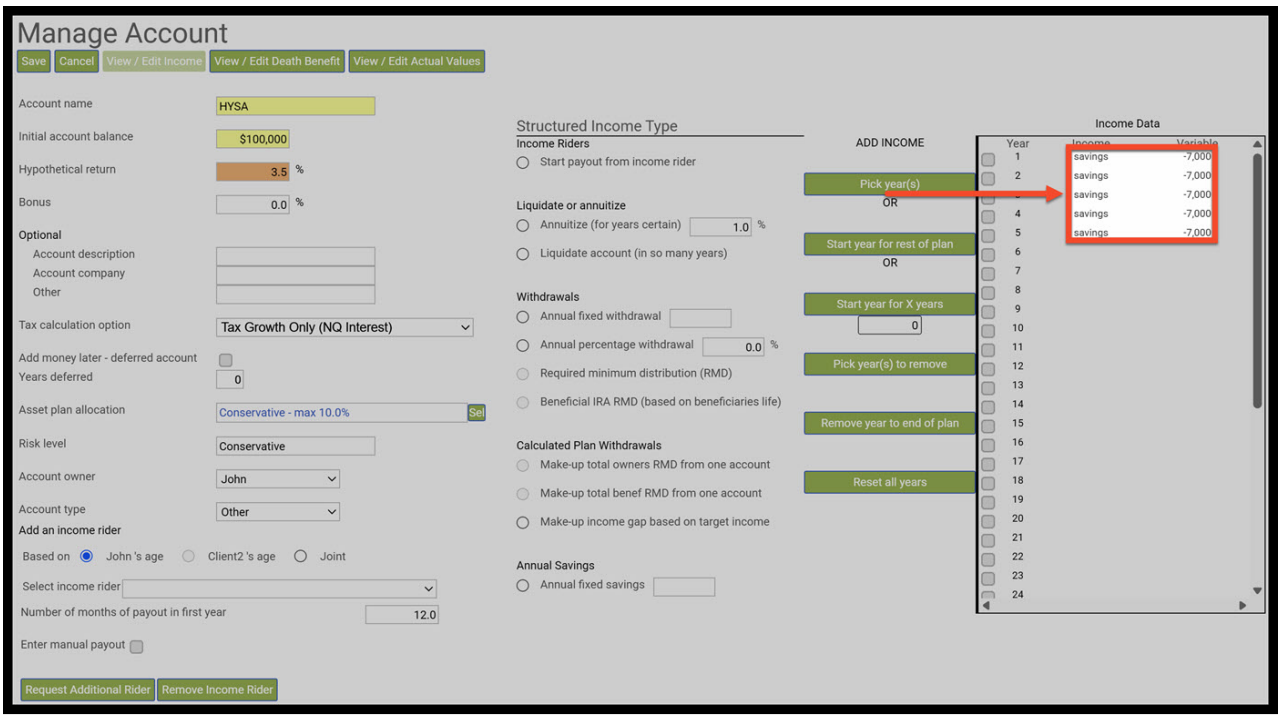


Step A4: Pick Year(s): Click on the green Pick Year(s) button.

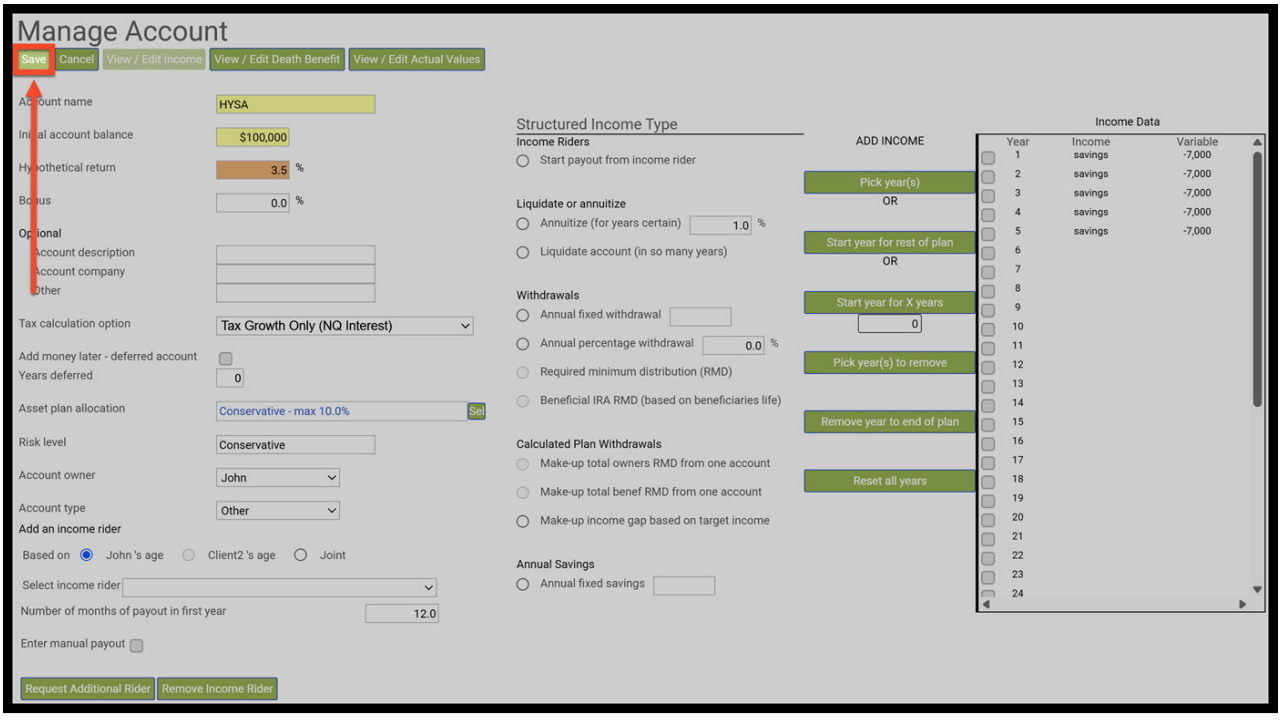


Step A5: Income Data Table: SIPS will automatically populate the phrase 'savings' and the entered dollar amount

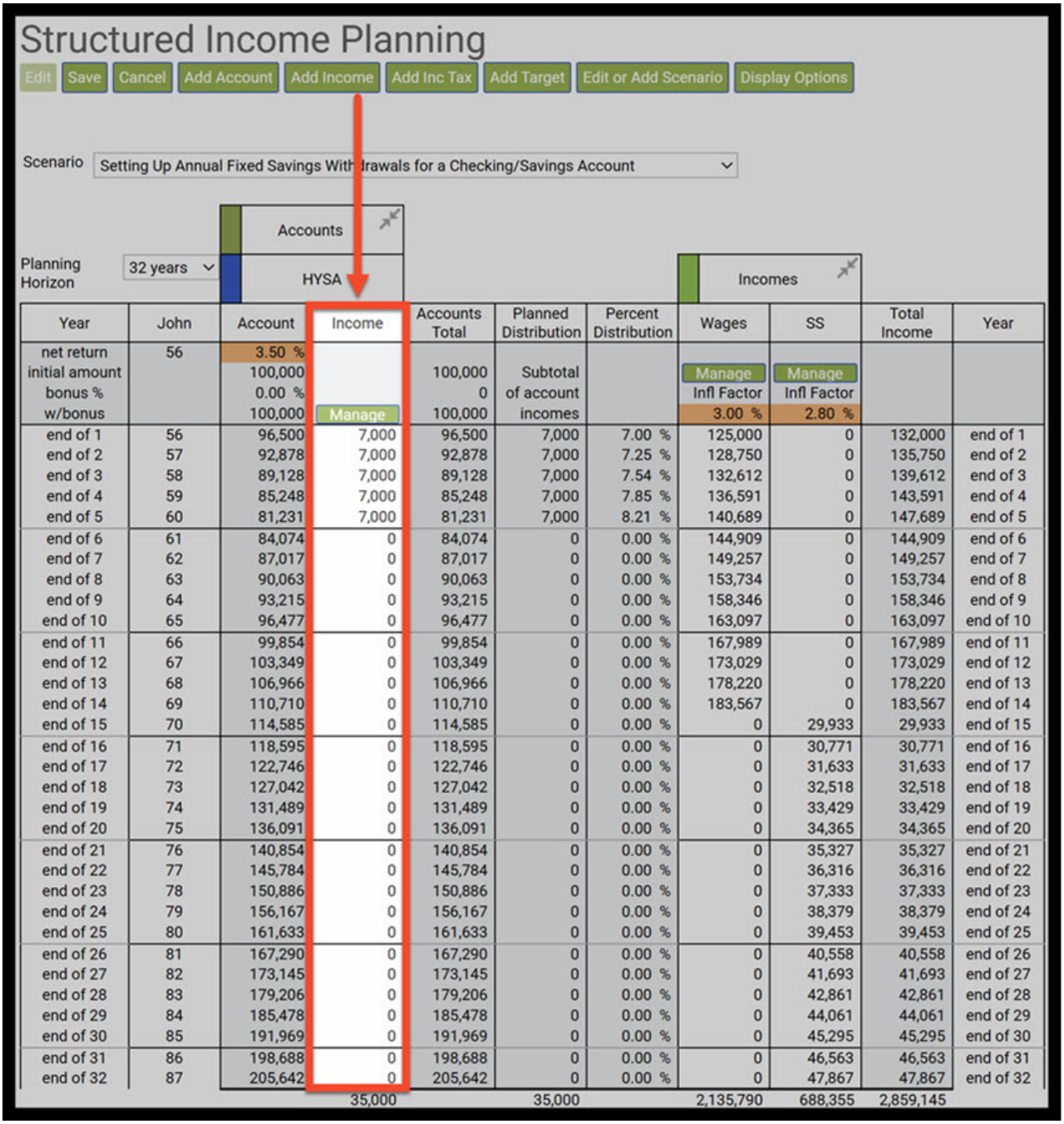
into the table.



Step A6: Save: Click the green Save button underneath the Manage Account heading.

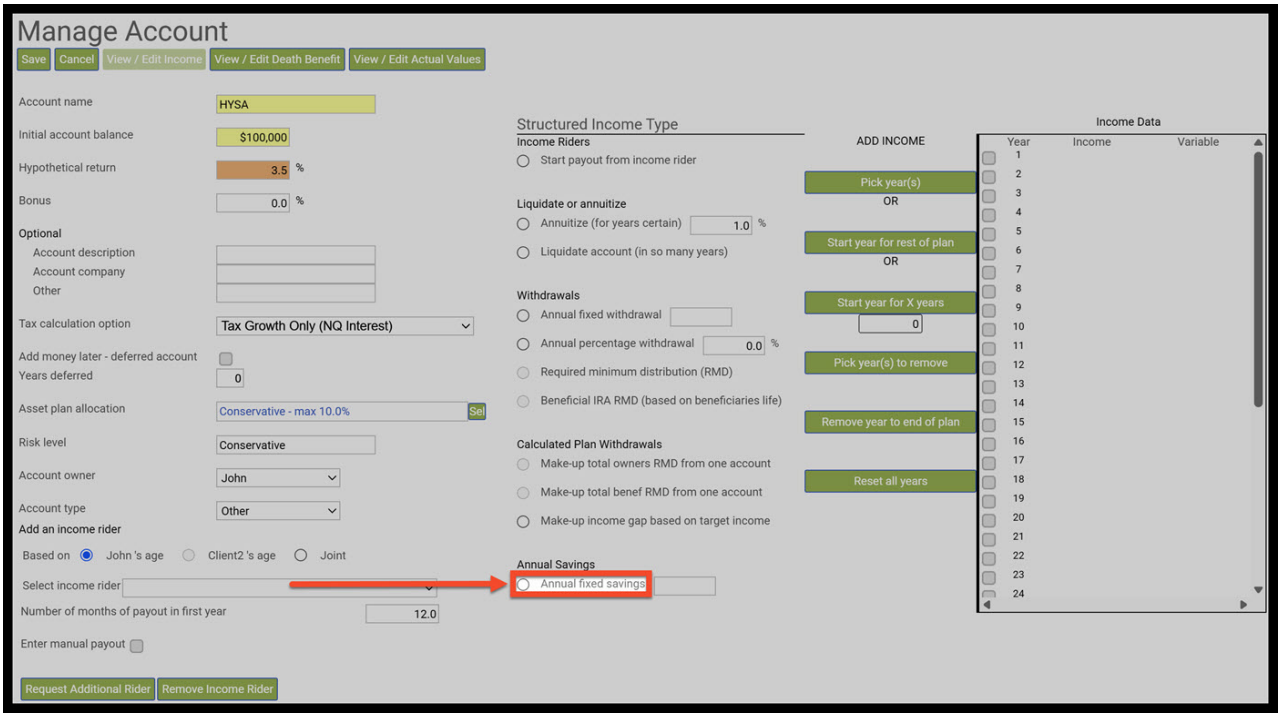


Step A7: HYSA Column: SIPS will automatically take you back to the Structured Income Planning Landing page. Take note of the changes made to the account.

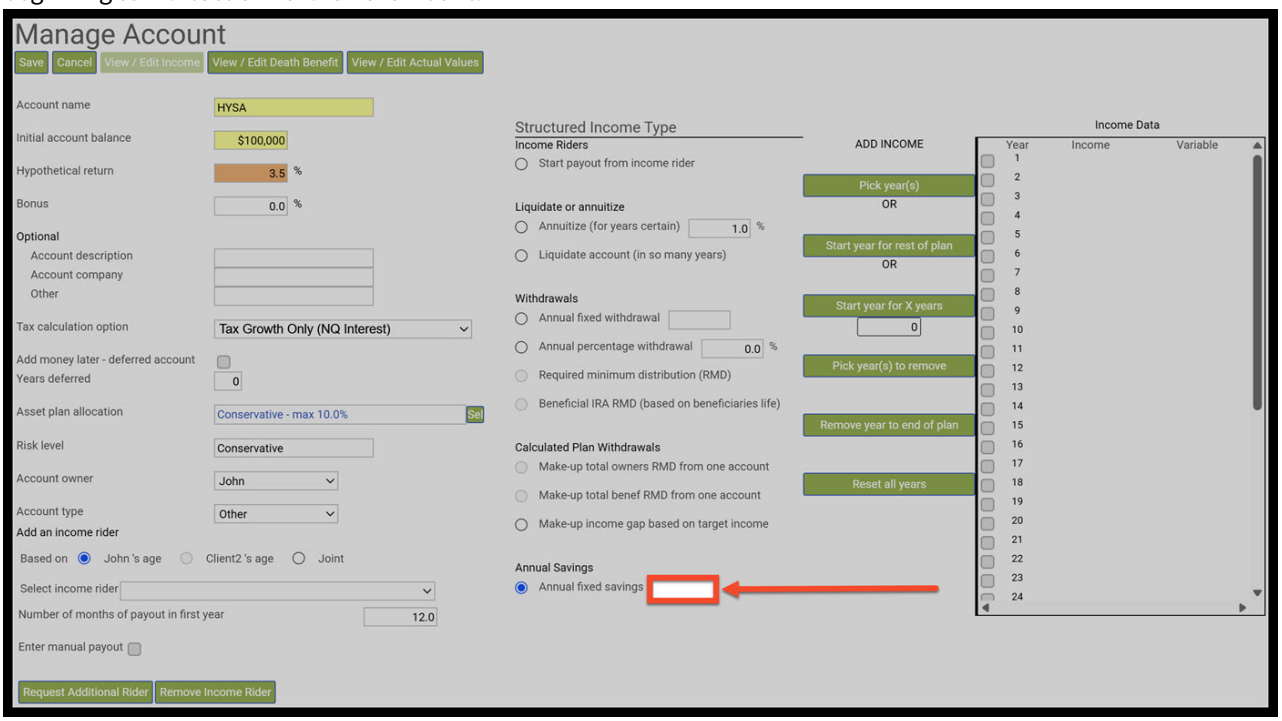


Option B: Start Years for Rest of Plan: -$7,000 starting in year 8

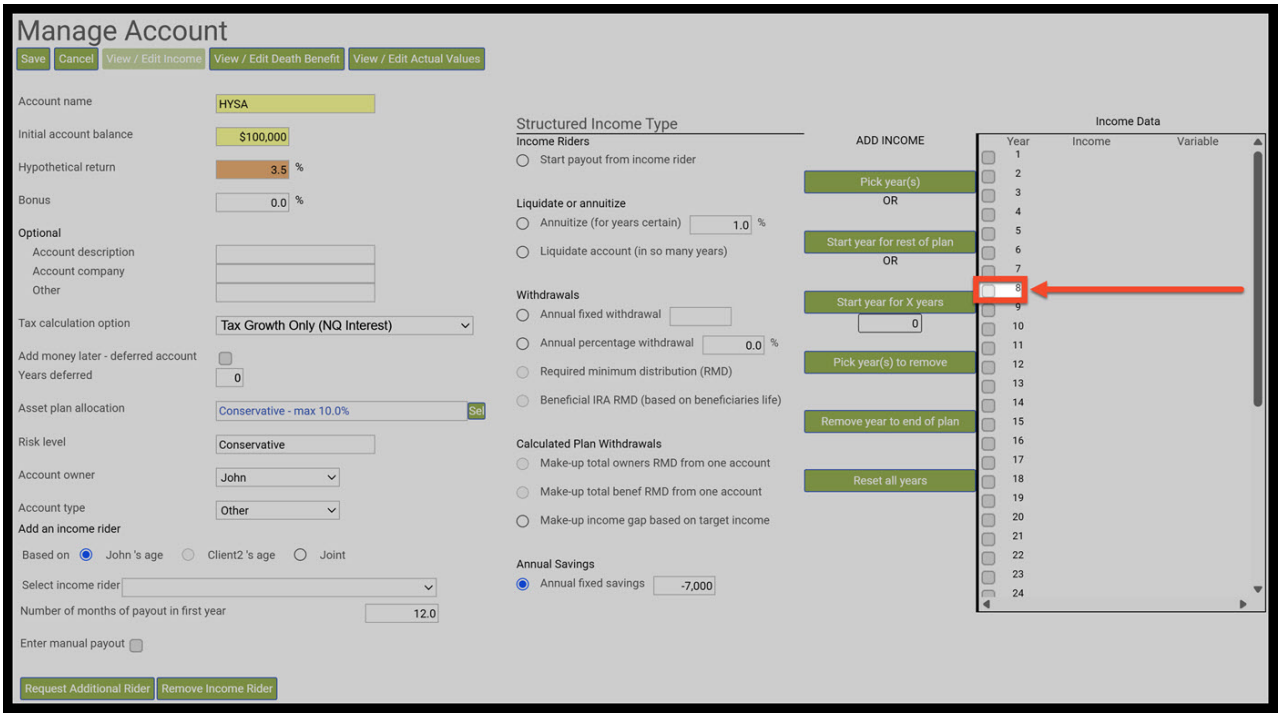
Step B1: Annual Fixed Savings: Click on the radio button for Annual Fixed Savings.



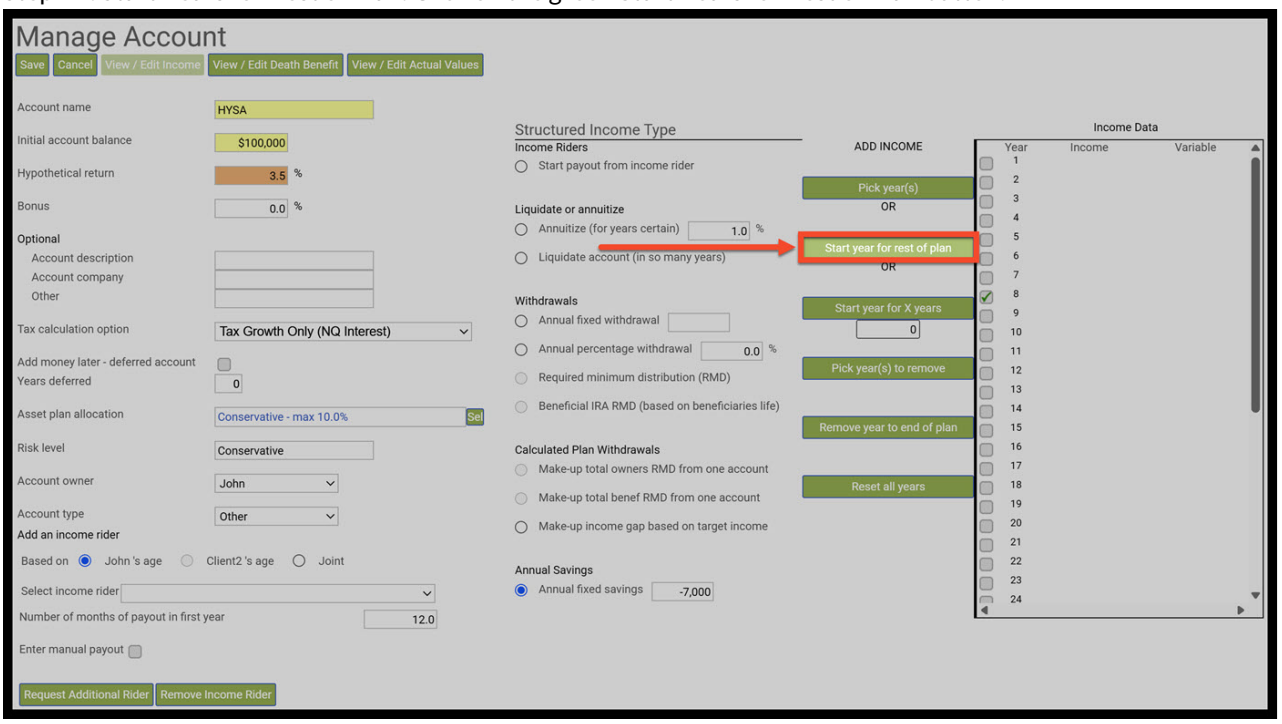
Step B2: Annual Fixed Savings Textbox: Enter the monetary amount. SIPS does not recognize the dollar sign; it only accepts numbers with or without commas. For example: 7,000; 7000; -7,000; or -7000. Use a negative sign (-) at the beginning to indicate a withdrawal amount.



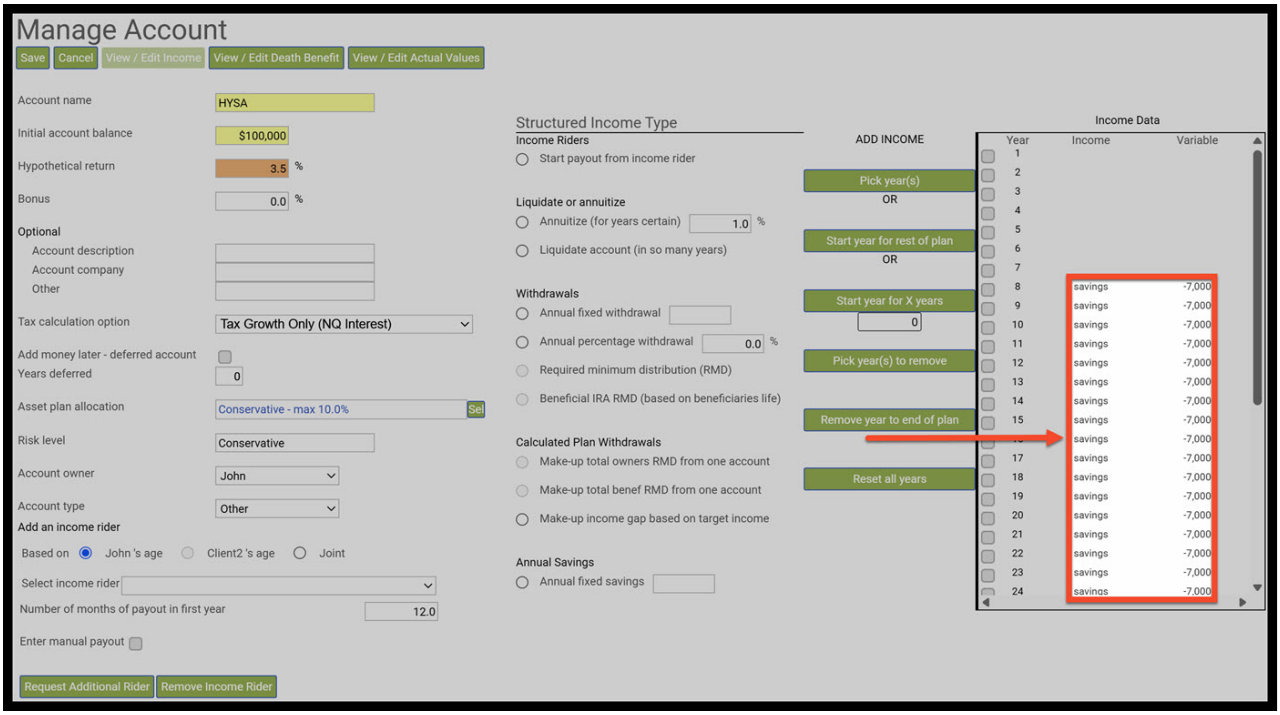
Step B3: Income Data: Click on Year 8.



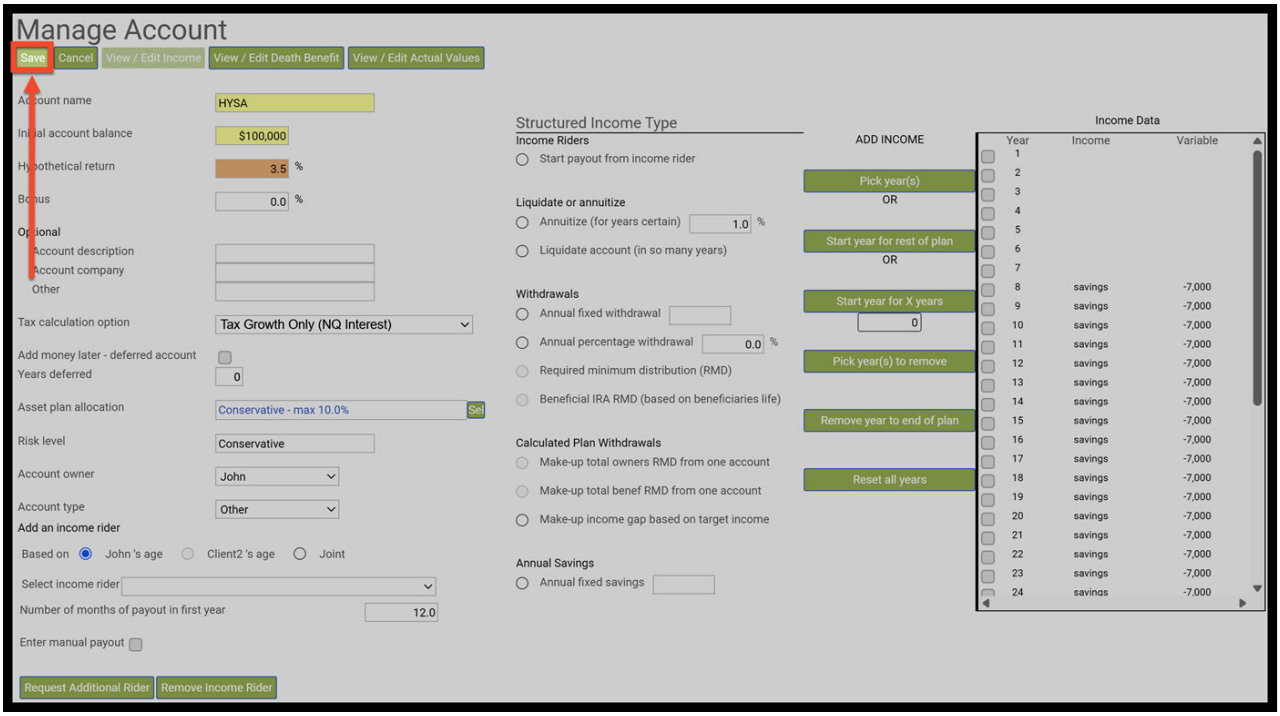
Step B4: Start Years for Rest of Plan: Click on the green Start Years for Rest of Plan button.



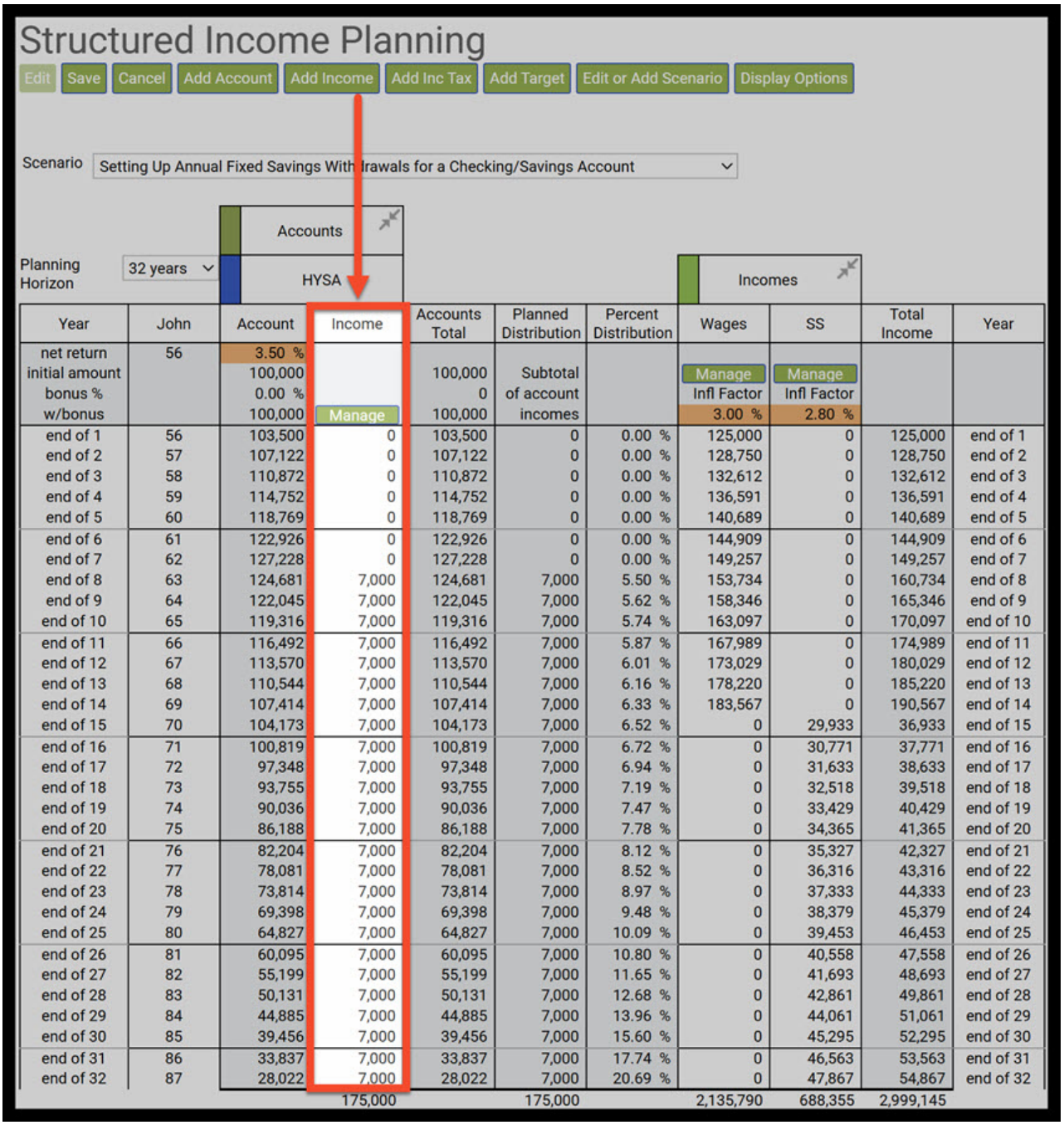
Step B5: Income Data Table: SIPS will automatically populate the phrase 'savings' and the entered dollar amount into the table.



Step B6: Save: Click the green Save button underneath the Manage Account heading.

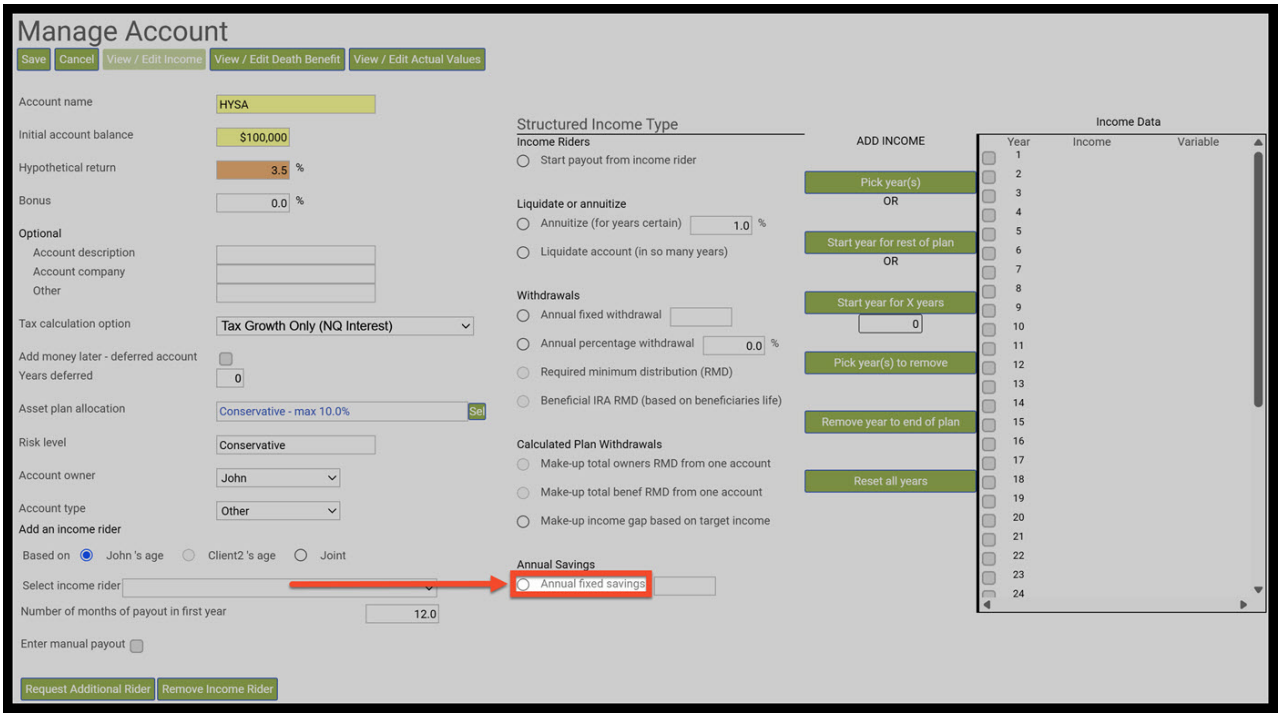


Step B7: HYSA Column: SIPS will automatically take you back to the Structured Income Planning Landing page. Take note of the changes made to the account.

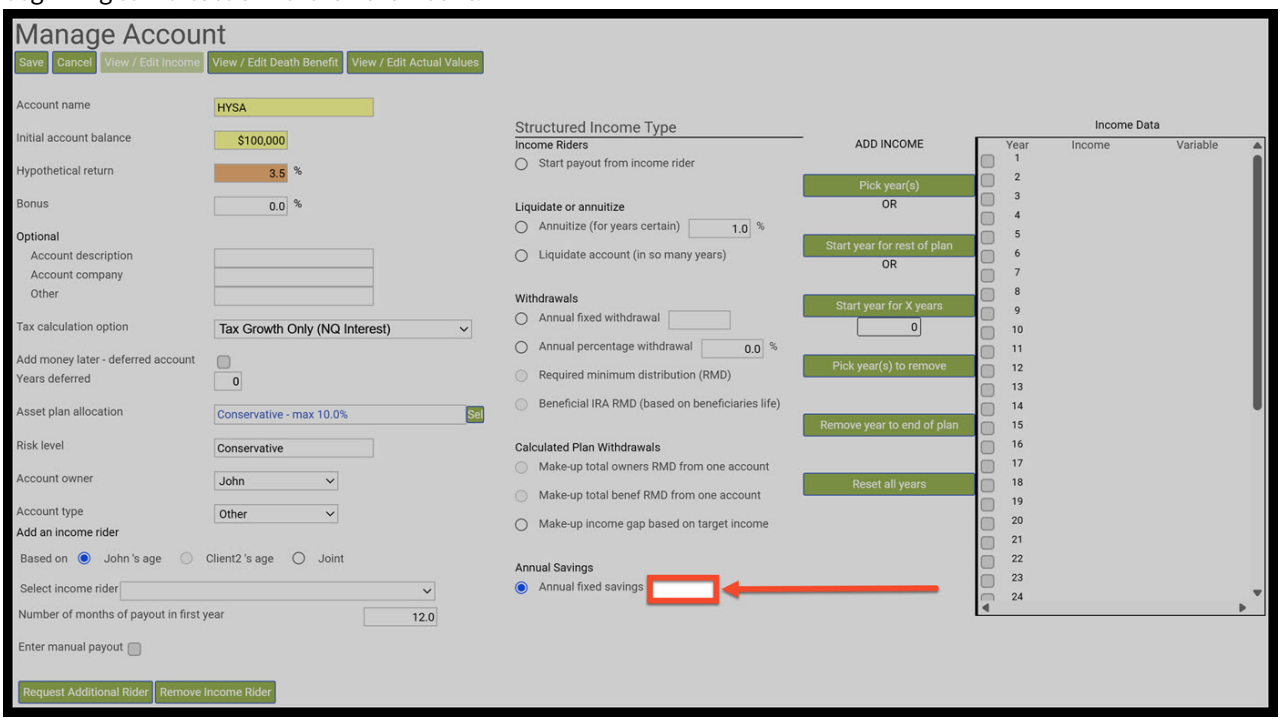


Option C: Start Year for X Years: -$7,000 for 10 years starting at year 3

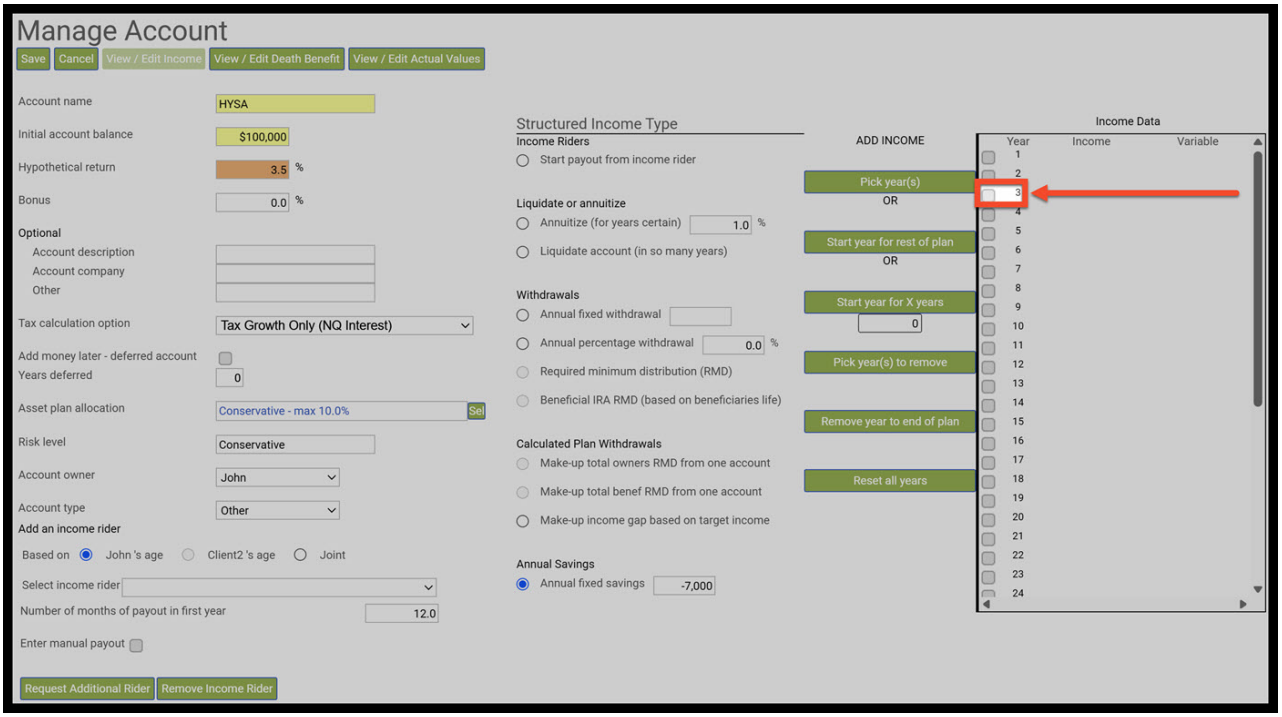
Step C1: Annual Fixed Savings: Click on the radio button for Annual Fixed Savings.



Step C2: Annual Fixed Savings Textbox: Enter the monetary amount. SIPS does not recognize the dollar sign; it only accepts numbers with or without commas. For example: 7,000; 7000; -7,000; or -7000. Use a negative sign (-) at the beginning to indicate a withdrawal amount.



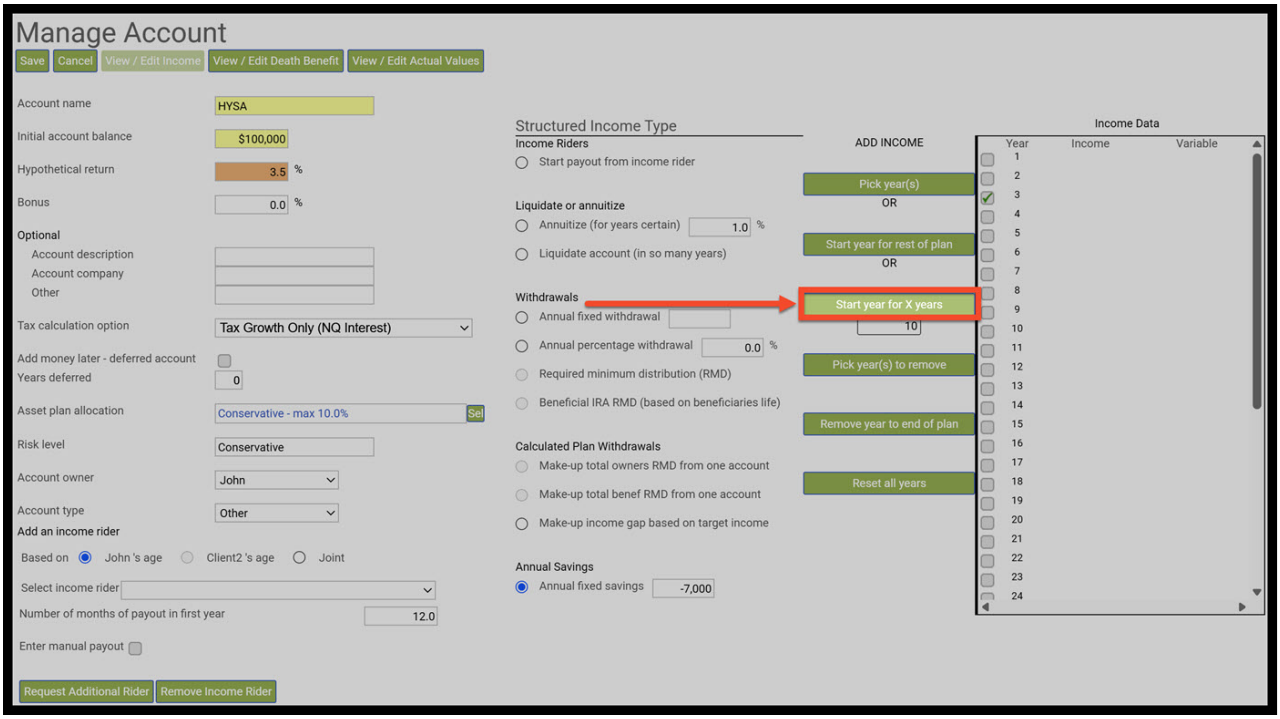
Step C3: Income Data: Click on Year 3.



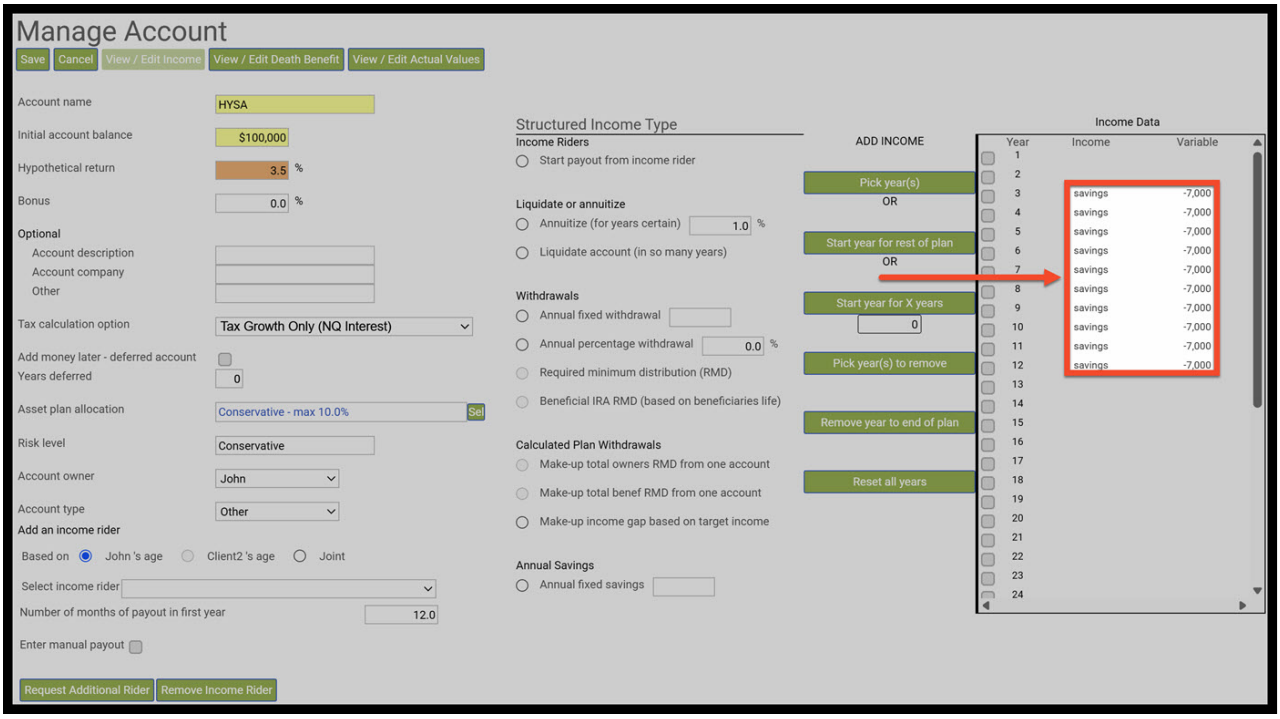
Step C4: Start Year for X Years Text Box: Within the text box for Start Year for X Years, type in how many years you would like the monetary amount to be distributed.



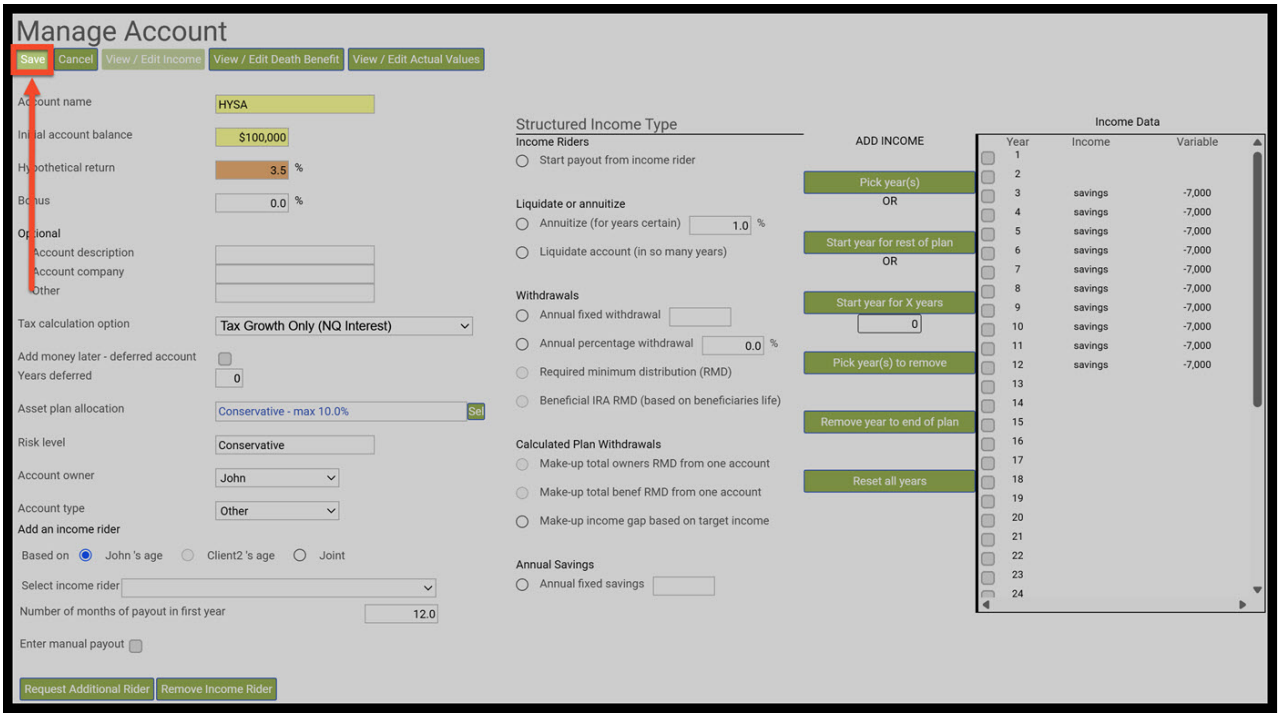
Step C5: Start Year of X Years: Click on the green Start Year for X Years button.



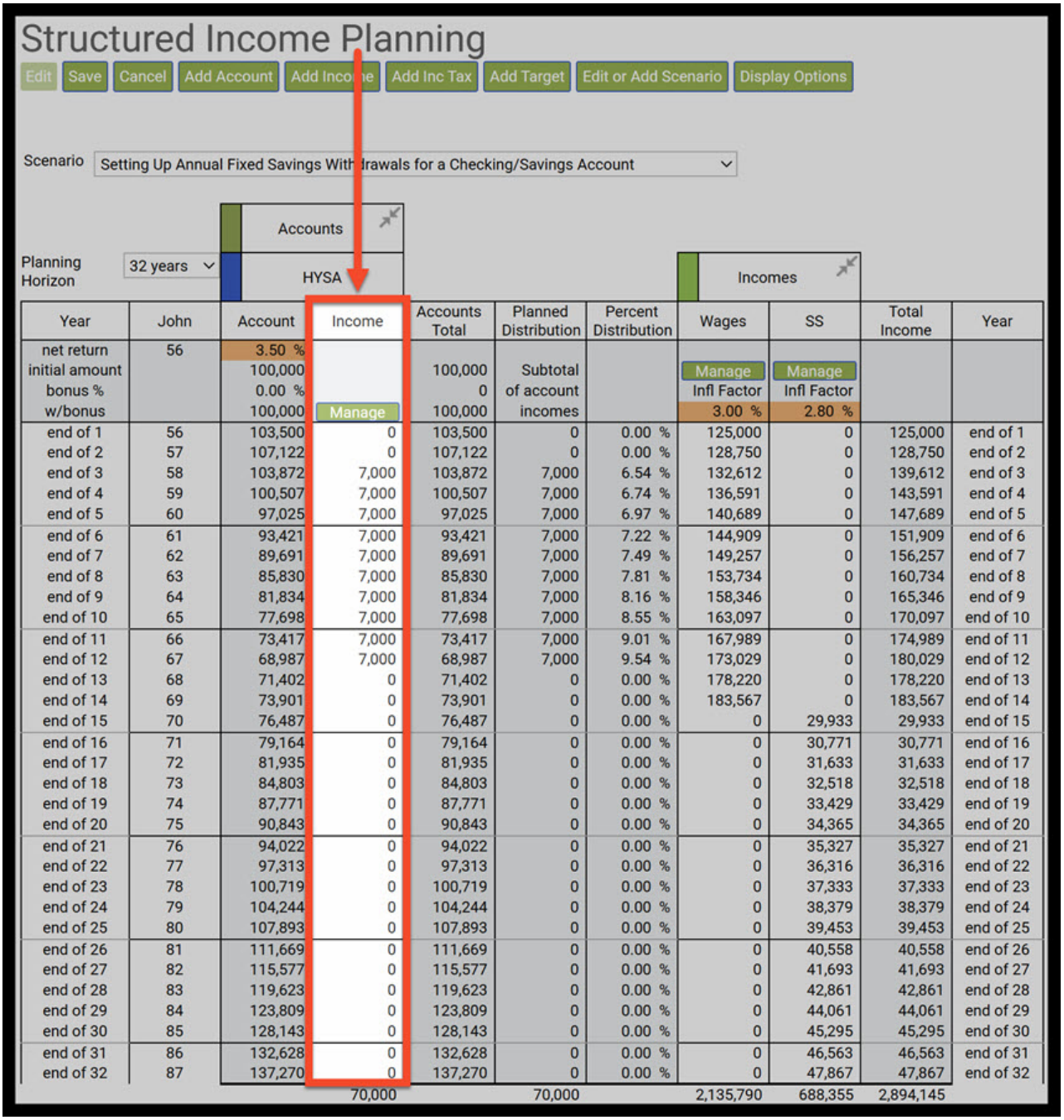
Step C6: Income Data Table: SIPS will automatically populate the phrase 'savings' and the entered dollar amount into the table.



Step C7: Save: Click the green Save button underneath the Manage Account heading.



Step C8: HYSA Column: SIPS will automatically take you back to the Structured Income Planning Landing page. Take note of the changes made to the account.



If you feel you need more support or would like to set up demo time with one of our representatives, please contact us at: support@planscout.com