

PLEASE MAKE NOTE OF THE FOLLOWING SCHEDULE 2023-24

Accounts Payable checks (to vendors for purchases and services, to employees for mileage or reimbursements) are issued every other week, opposite the paycheck week.

SCHEDULE OF ACCOUNTS PAYABLE CHECK DATES

DEADLINE FOR SUBMITTING INVOICES		CHECK DATE		MONTH
MONDAY	07/03/23	1	07/06/23	
MONDAY	07/17/23	2	07/20/23	JULY
MONDAY	07/31/23	3	08/03/23	
MONDAY	08/14/23	4	08/17/23	
MONDAY	08/28/23	5	08/31/23	AUGUST
MONDAY	09/11/23	6	09/14/23	
MONDAY	09/25/23	7	09/28/23	SEPTEMBER
FRIDAY	10/06/23	8	10/12/23	
MONDAY	10/23/23	9	10/26/23	OCTOBER
MONDAY	11/06/23	10	11/09/23	
FRIDAY	11/17/23	11	11/22/23	NOVEMBER
MONDAY	12/04/23	12	12/07/23	
MONDAY	12/18/23	13	12/21/23	DECEMBER
FRIDAY	12/29/23	14	01/04/24	
FRIDAY	01/12/24	15	01/18/24	JANUARY
MONDAY	01/29/24	16	02/01/24	
MONDAY	02/12/24	17	02/15/24	
MONDAY	02/26/24	18	02/29/24	FEBRUARY
MONDAY	03/11/24	19	03/14/24	
MONDAY	03/25/24	20	03/28/24	MARCH
MONDAY	04/08/24	21	04/11/24	
MONDAY	04/22/24	22	04/25/24	APRIL
MONDAY	05/06/24	23	05/09/24	
MONDAY	05/20/24	24	05/23/24	MAY
MONDAY	06/03/24	25	06/06/24	
MONDAY	06/17/24	26	06/20/24	JUNE