

**Accounts Payable payments will be processed according to the following schedule:**

| <b><u>Invoices Received by</u></b> | <b><u>Payment Date</u></b> |
|------------------------------------|----------------------------|
| May 28, 2020                       | June 8, 2020               |
| July 2, 2020                       | July 13, 2020              |
| July 30, 2020                      | August 10, 2020            |
| September 3, 2020                  | September 14, 2020         |
| October 1, 2020                    | October 13, 2020           |
| October 29, 2020                   | November 10, 2020          |
| December 3, 2020                   | December 14, 2020          |
| December 31, 2020                  | January 11, 2021           |
| January 28, 2021                   | February 8, 2021           |
| February 25, 2021                  | March 8, 2021              |
| April 1, 2021                      | April 12, 2021             |
| April 29, 2021                     | May 10, 2021               |
| June 3, 2021                       | June 14, 2021              |

**Imprest** - Requests for Imprest checks must be received by Accounts Payable by 9:00 a.m. on Wednesday with adequate documentation, i.e., original receipts, signed vouchers, etc., and the appropriate approvals. Checks will be available on Thursday afternoons.