Procurement Card Log Schedule FY21

MONTH Cycle Dates	DUE DATE	MONTH Cycle Dates	DUE DATE
July 17th	July 27th	January 18th	January 25th
August 17th	August 26th	February 17th	February 25th
September 17th	September 25th	March 17th	March 25th
October 19th	October 27th	April 19th	April 26th
November 17th	November 20th	May 17th	May 26th
December 17th	December 21st	June 17th	June 24th
		June 10 day 18-30	July 5th

If the 17th falls on a weekend it will be the next business day.

<u>*Due Date</u>:The log will be considered late if it is not in Accounting Services on this date.

PLEASE NOTE: Highlighted areas have short turn around times due to Fall & Winter Break.