January 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January 1	2 Holiday	3	4	5 Last Day JV's @ noon Run STACAP overnight	6 Post Profit Transfer Close Period #6	7
8	9 EOM reports in FORTIS	10 AP received by 4:00 Load Payroll Overnight	11	12	13	14
15	16 Holiday	17 AP received by 4:00 Load Payroll Overnight	18	19	20	21
22	23	24 AP received by 4:00 Load Payroll Overnight DEP finance charge job	25	26	27	28
29	30	31 AP received by 4:00 Load Payroll Overnight	February 1	2	3	4

February 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January 29	30	31 AP received by 4:00 Load Payroll Overnight	February 1	2	3 Last Day JV's @ noon Run STACAP overnight	4
5	6 Post Profit Transfer Close Period #7	7 AP received by 4:00 Load Payroll Overnight EOM reports in FORTIS	8	9	10	11
12	13	14 AP received by 4:00 Load Payroll Overnight	15	16	17	18
19	20 Holiday	21 AP received by 4:00 Load Payroll Overnight	22	23	24 DEP finance charge job	25
26	27	28 AP received by 4:00 Load Payroll Overnight	March 1	2	3	4

March 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February 26	27	28	March 1	2	3	4
					Last Day JV's @ noon Run STACAP overnight	
5	6	7	8	9	10	11
	Post Profit Transfer Close Period #8	AP received by 4:00 Load Payroll Overnight EOM reports in FORTIS				
12	13	14	15	16	17	18
		AP received by 4:00 Load Payroll Overnight				
19	20	21	22	23	24	25
		AP received by 4:00 Load Payroll Overnight				
26	27	28	29	30	31	April 1
	DEP finance charge job	AP received by 4:00 Load Payroll Overnight				

April 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
March 26	27	28	29	30	31	April 1
2	3	4 AP received by 4:00 Load Payroll Overnight	5 Last Day JV's @ noon Run STACAP overnight	6 Post Profit Transfer Close Period #9	7 EOM reports in DocuWare	8
9	10	11 AP received by 4:00 Load Payroll Overnight	12	13	14	15
16	17 Holiday	18 AP received by 4:00 Load Payroll Overnight	19	20	21	22
23 30	24	25 AP received by 4:00 Load Payroll Overnight DEP Finance charge job	26	27	28	29

May 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 30	May 1	2	3	4	5	6
		AP received by 4:00 Load Payroll Overnight	Last Day JV's @ noon Run STACAP overnight	Post Profit Transfer Close Period #10	EOM reports in DocuWare	
7	8	9	10	11	12	13
		AP received by 4:00 Load Payroll Overnight				
14	15	16	17	18	19	20
		AP received by 4:00 Load Payroll Overnight				
21	22	23	24	25	26	27
		AP received by 4:00 Load Payroll Overnight			DEP Finance charge job	
28	29	30	31	June 1	2	3
	Holiday	AP received by 4:00 Load Payroll Overnight				

June 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 28	29	30	31	June 1	2	3
4	5 Last Day JV's @ noon Run STACAP overnight	6 AP received by 4:00 Load Payroll Overnight Post Profit Transfer Close Period #11	7 EOM reports in DocuWare	8	9	10
11	12	13 AP received by 4:00 Load Payroll Overnight	14	15	16	17
18	19 Holiday	20 AP received by 4:00 Load Payroll Overnight	21	22	23	24
25	26 DEP Finance charge job	27 AP received by 4:00 Load Payroll Overnight	28	29	30	July 1

July 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
June 25	26	27	28	29	30	July 1
2	3 Holiday Load Payroll Overnight	4 Holiday	5	6	7 Last Day JV's @ noon Run STACAP overnight	8
9	10 Post Profit Transfer Close Period #12	11 AP received by 4:00 Load Payroll Overnight EOM reports in DocuWare	12	13	14	15
16	17	18 AP received by 4:00 Load Payroll Overnight	19	20	21	22
23 30	24 31	25 AP received by 4:00 Load Payroll Overnight DEP Finance charge job	26	27	28	29

August 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
July 30	31	August 1 AP received by 4:00 Load Payroll Overnight	2	3	4 Last Day JV's @ noon Run STACAP overnight	5
6	7 Post Profit Transfer Close Period #1	8 AP received by 4:00 Load Payroll Overnight EOM reports in DocuWare	9	10	11	12
13	14	15 AP received by 4:00 Load Payroll Overnight	16	17	18	19
20	21	22 AP received by 4:00 Load Payroll Overnight	23	24	25	26
27	28 DEP Finance charge job	29 AP received by 4:00 Load Payroll Overnight	30	31	September 1	2

September 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 27	28	29	30	31	September 1	2
3	4 Holiday	5 AP received by 4:00 Load Payroll Overnight	6 Last Day JV's @ noon Run STACAP overnight	7 Post Profit Transfer Close Period #2	8 EOM reports in DocuWare	9
10	11	12 AP received by 4:00 Load Payroll Overnight	13	14	15	16
17	18	19 AP received by 4:00 Load Payroll Overnight	20	21	22	23
24	25 DEP Finance charge job	26 AP received by 4:00 Load Payroll Overnight	27	28	29	30

October 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 1	2	3	4	5	6	7
			Last Day JV's @ noon Run STACAP overnight	Post Profit Transfer Close Period #3	EOM reports in DocuWare	
8	9	10	11	12	13	14
	Holiday	AP received by 4:00 Load Payroll Overnight				
15	16	17	18	19	20	21
		AP received by 4:00 Load Payroll Overnight				
22	23	24	25	26	27	28
		AP received by 4:00 Load Payroll Overnight DEP Finance charge job				
29	30	31	November 1	2	3	4
		AP received by 4:00 Load Payroll Overnight				

November 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 29	30	31 AP received by 4:00 Load Payroll Overnight	November 1	2	3 Last Day JV's @ noon Run STACAP overnight	4
5	6 Post Profit Transfer Close Period #4	7 AP received by 4:00 Load Payroll Overnight EOM reports in DocuWare	8	9	10 Holiday	11
12	13	14 AP received by 4:00 Load Payroll Overnight	15	16	17 AP received by 4:00	18
19	20	21 Load Payroll Overnight	22	23 Holiday	24 Holiday	25
26	27 DEP Finance charge job	28 AP received by 4:00 Load Payroll Overnight	29	30	December 1	2

December 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
November 26	27	28	29	30	December 1	2
3	4	5 AP received by 4:00 Load Payroll Overnight Last Day JV's @ noon Run STACAP overnight	6 Post Profit Transfer Close Period #5	7 EOM reports in DocuWare	8	9
10	11	12 AP received by 4:00 Load Payroll Overnight	13	14	15	16
17	18	19 AP received by 4:00 Load Payroll Overnight	20	21	22	23
24 31	25 Holiday	26 AP received by 4:00 Load Payroll Overnight DEP Finance charge job	27	28	29	30