

**CITY OF DAVIS**  
**FISCAL YEAR 2009-10**  
**VENDOR PAYMENT SCHEDULE**

Accounting Period	<u>Vendors</u> Invoices due to Finance by 5 pm	<u>City Departments</u> All paperwork due to Finance by 5 p.m.	Holiday - Finance Closed	Date A/P prints checks	Vendor Pay Date (check date)
<b>13</b>	06/17/09	06/19/09		06/25/09	06/26/09
<b>1</b>	<b>07/01/09</b>	<b>7/2/09*</b>	07/03/09	07/09/09	07/10/09
	07/15/09	07/17/09		07/23/09	07/24/09
<b>2</b>	07/29/09	07/31/09		08/06/09	08/07/09
	08/12/09	08/14/09		08/20/09	08/21/09
<b>3</b>	08/26/09	08/28/09		09/03/09	09/04/09
	09/09/09	09/11/09	09/07/09	09/17/09	09/18/09
<b>4</b>	09/23/09	09/25/09		10/01/09	10/02/09
	10/07/09	10/09/09		10/15/09	10/16/09
	10/21/09	10/23/09		10/29/09	10/30/09
<b>5</b>	11/04/09	11/06/09	11/11/09	11/12/09	11/13/09
	<b>11/17/09</b>	<b>11/19/09</b>	11/26 & 11/27	<b>11/24/09*</b>	<b>11/27/09**</b>
<b>6</b>	12/02/09	12/04/09		12/10/09	12/11/09
	<b>12/15/09</b>	<b>12/18/09</b>	12/24 & 12/25	<b>12/23/09*</b>	<b>12/24/09**</b>
<b>7</b>	12/28/09	12/30/09	12/31 & 1/1	01/07/10	01/08/10
	01/13/10	01/15/10	01/18/10	01/21/10	01/22/10
<b>8</b>	01/27/10	01/29/10		02/04/10	02/05/10
	02/10/10	02/12/10	02/15/10	02/18/10	02/19/10
<b>9</b>	02/24/10	02/26/10		03/04/10	03/05/10
	03/10/10	03/12/10		03/18/10	03/19/10
<b>10</b>	03/24/10	03/26/10		04/01/10	04/02/10
	04/07/10	04/09/10		04/15/10	04/16/10
	04/21/10	04/23/10		04/29/10	04/30/10
<b>11</b>	05/05/10	05/07/10		05/13/10	05/14/10
	05/19/10	05/21/10		05/27/10	05/28/10
<b>12</b>	06/02/10	06/04/10	05/31/10	06/10/10	06/11/10
	06/16/10	06/18/10		06/24/10	06/25/10

A/P will do a short checkrun on June 30th

**FY 2010-2011**

<b>1</b>	06/30/10	07/02/10	07/05/10	07/08/10	07/09/10
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\* Date varies from normal schedule

All checks that are not mailed by Finance will be distributed after 11 a.m. on the Vendor Pay Day. Exceptions must be authorized by the Financial Services Manager or the Assistant City Manager.