

**CITY OF DAVIS**  
**FISCAL YEAR 2011-2012**  
**VENDOR PAYMENT SCHEDULE**

	<u>Vendors</u>	<u>City Departments</u>			
Accounting Period	Invoices due to Finance by 5 pm	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>	06/22/11	06/24/11		06/29/11	06/30/11
<b>1</b>	06/29/11	07/01/11	<b>07/04/11</b>	07/06/11	07/08/11
	07/13/11	07/15/11		07/20/11	07/22/11
<b>2</b>	07/27/11	07/29/11		08/03/11	08/05/11
	08/10/11	08/12/11		08/17/11	08/19/11
<b>3</b>	08/24/11	08/26/11		08/31/11	09/02/11
	09/07/11	09/09/11	<b>09/05/11</b>	09/14/11	09/16/11
	09/21/11	09/23/11		09/28/11	09/30/11
<b>4</b>	10/05/11	10/07/11		10/12/11	10/14/11
	10/19/11	10/21/11		10/26/11	10/28/11
<b>5</b>	11/02/11	11/04/11	<b>11/11/11</b>	<b>11/9/11*</b>	<b>11/11/11*</b>
	11/16/11	11/18/11	<b>11/24 &amp; 25</b>	<b>11/22/11*</b>	<b>11/25/11*</b>
<b>6</b>	11/30/11	12/02/11		12/07/11	12/09/11
	12/14/11	12/16/11		<b>12/21/11*</b>	12/23/11
<b>7</b>	12/28/11	12/23/11		01/05/12	01/06/12
	01/11/12	01/13/12	<b>01/16/12</b>	01/19/12	01/20/12
<b>8</b>	01/25/12	01/27/12		02/01/12	02/03/12
	02/08/12	02/10/12		02/15/12	02/17/12
<b>9</b>	02/22/12	02/24/12	<b>02/20/12</b>	02/29/12	03/02/12
	03/07/12	03/09/12		03/14/12	03/16/12
	03/21/12	03/23/12		03/28/12	03/30/11
	04/04/12	04/06/12		04/11/12	04/13/12
	04/18/12	04/20/12		04/25/12	04/27/12
<b>11</b>	05/02/12	05/04/12		05/09/12	05/11/12
	05/16/12	05/18/12		05/23/12	05/25/12
<b>12</b>	05/30/12	06/01/12	<b>05/28/12</b>	06/06/12	06/08/12
	06/13/12	06/15/12		06/20/12	06/22/12

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

**FY 2012-2013**

<b>1</b>	06/27/12	06/29/12	<b>07/04/12</b>	07/05/12	07/06/12
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\* Date varies from normal schedule

\*\*Checks will be mailed prior to the mandatory furloughs.

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