

ACCOUNTS PAYABLE

Listed below are the dates that vendor checks will be printed for the 2020-21 school year. **To ensure your checks are processed, all invoices and reimbursements are to be in the finance office by 3:30 p.m. on Monday the week checks are processed (i.e. invoices are due July 6th for the July 9th check run). If there is a holiday on the Monday of the check run week, all invoices must be received in finance the Friday before by 3:30.**

July 09, 2020	January 07, 2021
July 23, 2020	January 21, 2021
August 06, 2020	February 04, 2021
August 20, 2020	February 18, 2021
September 03, 2020	March 04, 2021
September 17, 2020	March 18, 2021
October 01, 2020	April 01, 2021
October 15, 2020	April 15, 2021
October 29, 2020	April 29, 2021
November 12, 2020	May 13, 2021
November 19, 2020	May 27, 2021
December 10, 2020	June 10, 2021
December 17, 2020	June 24, 2021

Employees are reimbursed via direct deposit.

For questions, please contact Thomas Altendahl at 651-407-7519 or thomas.altendahl@isd624.org.