

**ARDSLEY UNION FREE SCHOOL DISTRICT
ACCOUNTS PAYABLE SCHEDULE 2024-2025**

LATEST DATE COMPLETED, APPROVED DOCUMENTATION DUE IN THE BUSINESS OFFICE BY 8:00AM ON:		INTERNAL AUDITOR'S REVIEW AND PAYMENT DATE	
Date	Day	Date	Day
7/12/2024	Friday	7/16/2024	Tuesday
7/26/2024	Friday	7/30/2024	Tuesday
8/9/2024	Friday	8/14/2024	Wednesday
8/23/2024	Friday	8/26/2024	Monday
9/6/2024	Friday	9/11/2024	Wednesday
9/20/2024	Friday	9/25/2024	Wednesday
10/11/2024	Friday	10/16/2024	Wednesday
10/25/2024	Friday	10/29/2024	Tuesday
11/8/2024	Friday	11/13/2024	Wednesday
11/22/2024	Friday	11/26/2024	Tuesday
12/13/2024	Friday	12/17/2024	Tuesday
12/23/2024	Monday	12/30/2024 Early	#VALUE!
	2025		
1/10/2025	Friday	1/14/2025	Tuesday
1/24/2025	Friday	1/30/2025	Thursday
1/30/2025	Thursday	2/13/2024	Tuesday
2/23/2024	Friday	2/27/2025	Thursday
3/7/2025	Friday	3/13/2025	Thursday
3/21/2025	Friday	3/27/2025	Thursday
4/7/2025	Monday	4/10/2025	Thursday
4/18/2025	Friday	4/29/2025	Tuesday
5/9/2025	Friday	5/15/2025	Thursday
5/23/2025	Friday	5/29/2025	Thursday
6/13/2025	Friday	6/17/2025	Tuesday
6/25/2025	Wednesday	6/30/2025	Monday

PLEASE NOTE: Any payment requests submitted past the deadline will not be processed until the next cycle. Special requests will not be honored without prior approval of the Assistant Superintendent for Business or Treasurer.