2016 Accounts Payable Schedule

2016

January

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	**18**	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

	1	2	3	4	5	6
7	**8**	**9**	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	**28**	29	30	31		

April

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	**30**	31				

June

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

					1	2
3	**4**	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September

				1	2	3
4	**5**	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

		1	2	3	4	5
6	7	**8**	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	**24**	**25**	26
27	28	29	30			

December

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	**22**	23	24
25	**26**	27	28	**29**	30	31

Dates in ***bold*** *are designated Parish holidays.*

Dates *outlined* *are mail-out dates for A/P run.*

Due dates for invoices are highlighted.

Dates Invoices need to be turned in to Finance
*****Wednesday, Dec. 30, 2015*** , to be mailed on Jan.7, 2016
*****Wednesday, Jan. 13, 2016*** , to be mailed on Jan. 21, 2016
Thursday, Jan 28, 2016 , to be mailed on Feb. 4, 2016
Thursday, Feb. 11, 2016 , to be mailed on Feb. 18, 2016
Thursday, Feb. 25, 2016 , to be mailed on March 3, 2016
Thursday, March 10, 2016 , to be mailed on March 17, 2016
*****Wednesday, March 23, 2016*** , to be mailed on March 31, 2016
Thursday, April 7, 2016 , to be mailed on April 14, 2016
Thursday, April 21, 2016 , to be mailed on April 28, 2016
Thursday, May 5, 2016 , to be mailed on May 12, 2016
Thursday, May 19, 2016 , to be mailed on May 26, 2016
Thursday, June 2, 2016 , to be mailed on June 9, 2016
Thursday, June 16, 2016 , to be mailed on June 23, 2016
*****Wednesday, June 29, 2016*** , to be mailed on July 7, 2016
Thursday, July 14, 2016 , to be mailed on July 21, 2016
Thursday, July 28, 2016 , to be mailed on Aug. 4, 2016
Thursday, Aug. 11, 2016 , to be mailed Aug. 18, 2016
Thursday, Aug. 25, 2016 , to be mailed Sept. 1, 2016
Thursday, Sept. 8, 2016 , to be mailed Sept. 15, 2016
Thursday, Sept 22, 2016 , to be mailed Sept. 29, 2016
Thursday, Oct. 6, 2016 , to be mailed Oct. 13, 2016
Thursday, Oct. 20, 2016 , to be mailed Oct. 27, 2016
*****Wednesday, Nov 2. 2016*** , to be mailed Nov. 10, 2016
*****Tuesday, Nov. 15, 2016*** , to be mailed Nov. 23, 2016
Thursday, Dec. 1, 2016 , to be mailed Dec. 8, 2016
*****Monday, Dec. 12, 2016*** , to be mailed Dec. 15, 2016
***denote due dates changed for holidays*
~At year end, invoices should be submitted daily~