

AP Check Runs and Cut Off Dates
FY-2023-2024

It is important that all invoices, support documentation, and travel reimbursements are submitted to the Finance Department by the cut off date to ensure that your check will be processed on the A/P check date below.

Online Receiving must be entered on Focus in-order for payment to be processed

The district reserves the right to amend this tentative payment calendar and process payments in accordance with Florida Statutes 218.73 and 218.735

THIS CALENDAR MAY BE SUBJECT TO CHANGE DURING THE YEAR

Cut Off Dates	A/P Check Date / Postive Pay Posting	Day
07/03/23	07/14/23	Friday
07/19/23	07/31/23	Monday
08/04/23	08/15/23	Tuesday
08/18/23	08/31/23	Thursday
09/05/23	09/15/23	Friday
09/19/23	09/29/23	Friday
10/06/23	10/13/23	Friday
10/17/23	10/31/23	Tuesday
11/03/23	11/15/23	Wednesday
11/20/23	11/30/23	Thursday
12/05/23	12/15/23	Friday
01/05/24	01/12/24	Friday
01/19/24	01/31/24	Wednesday
02/05/24	02/15/24	Thursday
02/19/24	02/29/24	Thursday
03/05/24	03/15/24	Friday
03/19/24	03/29/24	Friday
04/05/24	04/15/24	Monday
04/19/24	04/30/24	Tuesday
05/06/24	05/15/24	Wednesday
05/21/24	05/31/24	Friday
06/04/24	06/14/24	Friday
06/18/24	06/28/24	Friday