

Procurement Credit Card Cycle - FY 20/21

Month/Year	Cycle Close Dates (*)	Reconciliation Period Begins	Reconciliation Period Ends	Total # Bus. Days	
				for Reconciliation Period	Reports Due to AP
Jul 2020	7/23/2020	7/27/2020	8/3/2020	6	8/4/2020
Aug 2020	8/24/2020	8/25/2020	9/1/2020	6	9/2/2020
Sep 2020	9/23/2020	9/24/2020	10/1/2020	6	10/2/2020
Oct 2020	10/23/2020	10/26/2020	11/2/2020	6	11/3/2020
Nov 2020	11/23/2020	11/24/2020	12/3/2020	6	12/4/2020
Dec 2020	12/23/2020	1/4/2021	1/11/2021	6	1/12/2021
Jan 2021	1/25/2021	1/26/2021	2/2/2021	6	2/3/2021
Feb 2021	2/23/2021	2/24/2021	3/3/2021	6	3/4/2021
Mar 2021	3/23/2021	3/24/2021	4/1/2021	6	4/2/2021
Apr 2021	4/23/2021	4/26/2021	5/3/2021	6	5/4/2021
May 2021	5/24/2021	5/25/2021	6/2/2021	6	6/3/2021
Jun 2021	6/23/2021	6/24/2021	See Fiscal YE Schedule	2	7/6/2021

(*) Cycle close date 11:59 PM CT if the date falls on weekend or holiday the account will cycle the following business day.

Dates subject to change but every effort will be made to adhere to dates above, any adjustments would be updated here and communicated within monthly reconciliation emails.