

COUNTY VENDOR PAY DATES FOR:		2009
CLAIMS TURNED IN ON OR BEFORE:	CHECKS WILL BE WRITTEN ON:	CHECKS WILL BE MAILED ON:
DECEMBER 17, 2008	JANUARY 20, 2009	JANUARY 21, 2009
JANUARY 10, 2009	FEBRUARY 9, 2009	FEBRUARY 10, 2009
FEBRUARY 10, 2009	MARCH 9, 2009	MARCH 10, 2009
MARCH 10, 2009	APRIL 13, 2009	APRIL 14, 2009
APRIL 10, 2009	MAY 11, 2009	MAY 12, 2009
MAY 10, 2009	JUNE 8, 2009	JUNE 8, 2009
JUNE 10, 2009	JULY 13, 2009	JULY 14, 2009
JULY 10, 2009	AUGUST 10, 2009	AUGUST 11, 2009
AUGUST 10, 2009	SEPTEMBER 14, 2009	SEPTEMBER 15, 2009
SEPTEMBER 10, 2009	OCTOBER 12, 2009	OCTOBER 13, 2009
OCTOBER 10, 2009	NOVEMBER 9, 2009	NOVEMBER 10, 2009
NOVEMBER 17, 2009*	DECEMBER 21, 2009*	DECEMBER 22, 2009
DECEMBER 17, 2009*	JANUARY 18, 2010*	JANUARY 19, 2010
<i>COLUMN #1 IS WHEN CLAIMS MUST BE TURNED INTO THE AUDITOR'S OFFICE. COLUMN #2 IS WHEN CHECKS ARE PRINTED. COLUMN #3 IS WHEN CHECKS ARE MAILED.</i>		
*THE NOVEMBER DATE FOR SUBMITTING CLAIMS FOR THE DECEMBER PAY HAS BEEN EXTENDED ONE WEEK IN ORDER TO GET AS MANY PAID IN DECEMBER AS POSSIBLE.		
*THE DECEMBER PAY DATE HAS BEEN EXTENDED TO THE THIRD MONDAY. WHEN TURNING IN REQUISITIONS FOR JANUARY BILLS, BE SURE TO LEAVE ENOUGH MONEY IN YOUR ACCOUNTS TO COVER THE LAST PAY IN DECEMBER.		
*THE DECEMBER DATE FOR SUBMITTING CLAIMS TO BE PAID IN JANUARY HAS BEEN EXTENDED ONE WEEK.		
*THE JANUARY PAY DATE HAS ALSO BEEN EXTENDED TO THE THIRD MONDAY.		
THE FOLLOWING CLAIMS ARE PAID ON A WEEKLY BASIS:		
CONTRACTUAL PAYMENTS (contracts signed by the County Commissioners only)		
DUES AND REGISTRATIONS (conferences, seminars & hotels)		
EMPLOYEE MILEAGE & TRAVEL REIMBURSEMENTS		
FINANCIAL INSTITUTIONS(charge accounts with either a bank or store ex. Walmart)		
OTHER GOVERNMENTAL ENTITIES		
POSTAGE CLAIMS (stamps & PO boxes)		
TELEPHONE & UTILITY BILLS		
PAY SCHEDULE FOR WEEKLY CLAIMS		
CLAIMS THAT ARE TURNED IN ON OR BEFORE FRIDAY OF EVERY WEEK	WILL BE PAID ON FRIDAY OF THE FOLLOWING WEEK	
PAY SCHEDULE FOR LAST WEEKLY PAY OF THE YEAR		
CLAIMS TURNED IN BY DECEMBER:	12-18-09	WILL BE PAID ON DECEMBER:
		12-23-09