

2017 PURCHASE ORDER PROCESSING SCHEDULE

<u>* PURCHASE ORDER DUE DATE</u>	<u>CHECKS READY</u>
December 19, 2016	December 22, 2016
January 2, 2017	January 5, 2017
January 16, 2017	January 19, 2017
January 30, 2017	February 2, 2017
February 13, 2017	February 16, 2017
February 27, 2017	March 2, 2017
March 13, 2017	March 16, 2017
March 27, 2017	March 30, 2017
April 10, 2017	April 13, 2017
April 24, 2017	April 27, 2017
May 8, 2017	May 11, 2017
May 22, 2017	May 25, 2017
June 5, 2017	June 8, 2017
June 19, 2017	June 22, 2017
July 3, 2017	July 6, 2017
July 17, 2017	July 20, 2017
July 31, 2017	August 3, 2017
August 14, 2017	August 17, 2017
August 28, 2017	August 31, 2017
September 11, 2017	September 14, 2017
September 25, 2017	September 28, 2017
October 9, 2017	October 12, 2017
October 23, 2017	October 26, 2017
November 6, 2017	November 9, 2017
November 20, 2017	November 22, 2017
December 4, 2017	December 7, 2017
December 18, 2017	December 21, 2017
January 2, 2018	January 5, 2018
January 16, 2018	January 19, 2018

DEMANDS NOT TRUNED IN ON THE DUE DATE WILL BE PROCESSED ON THE FOLLOWING DUE DATE UNLESS PRIOR APPROVAL FROM THE BOARD'S OFFICE IS RECEIVED.

CHECKS CAN BE PICKED UP AFTER 4:00 P.M. ON THURSDAY