

**2007/2008 SCHOOL YEAR**  
**WARRANT WRITE DATES AND DEADLINES**

The following is a list of warrant run deadlines so you will know when to have your packing slips, invoices, imprest fund receipts, travel reimbursements, etc. to the Finance Department for payment and a list of warrant pay dates so that you know when the checks will be mailed. **Your paperwork needs to be at the District Office by 3:00 PM on the dates listed below or they will be held until the next pay date.** This also applies to the “request for check” purchase orders, advance of any changes.

**Paperwork Deadline**

August 30, 2007

September 13, 2007

September 27, 2007

October 11, 2007

October 25, 2007

November 15, 2007

November 29, 2007

December 13, 2007

December 27, 2007

January 10, 2008

January 24, 2008

February 14, 2008

February 28, 2008

March 13, 2008

March 27, 2008

April 10, 2008

April 24, 2008

May 15, 2008

May 29, 2008

June 12, 2008

June 26, 2008

July 10, 2008

July 24, 2008

August 14, 2008

**Warrant Pay Date**

September 12, 2007

September 26, 2007

October 10, 2007

October 24, 2007

November 14, 2007

November 28, 2007

December 12, 2007

December 26, 2007

January 9, 2008

January 23, 2008

February 13, 2008

February 27, 2008

March 12, 2008

March 26, 2008

April 9, 2008

April 23, 2008

May 14, 2008

May 28, 2008

June 11, 2008

June 25, 2008

July 9, 2008

July 23, 2008

August 13, 2008

August 27, 2008