

MEMORANDUM

TO: The University Community

FROM: Tammy Aument-Martin
Director of Accounting & Budget

DATE: December 14, 2020

SUBJECT: Final Check/ACH Processing & Payment Run for 2020

The final processing for check and ACH payments will take place on Wednesday, December 23rd, 2020. This will be the only check run for the week of December 21st-25th. Please have all invoices and any other payment requests submitted by 3 p.m. on Tuesday, December 22nd to ensure payment in the final run of 2020.

If you have any questions, please contact me.

Tammy Aument-Martin
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