



CHECK RUN SCHEDULE

FY25
Q2

DATE: August 26, 2024
TO: Department Heads & Admins
FROM: Anne Jim
RE: Vendor Warrant Schedule

Below is the vendor warrant schedule for FY25 – Q2. Vendor warrants continue to be due every other Wednesday by noon time, unless otherwise indicated.

CHECK RUN #	DUE DATES (by Noon)	RUN DATES (Mon, unless holiday)	CHECK DATES	NOTES
08V	09/25	09/30	10/03	
09V	10/08 (Tue)	10/15 (Tue)	10/17	Columbus/Indigenous People's Day
10V	10/23	10/28	10/31	
11V	11/5 (Tue)	11/12 (Tue)	11/14	Veterans Day
12V	11/20	11/25	11/27 (Wed)	
13V	12/4	12/9	12/12	
14V	12/16 (Mon)	12/23	12/26	Early deadline - Christmas

This schedule is also posted on the town's website under the accountant's homepage at: <http://townofmerrimac.com/206/Accountant>.

Please contact me with any questions or concerns. Thank you.