

Voucher/Invoice Schedule for 2018

Month	Invoices/Vouchers Due	Checks/Payments
January	3	11
January	23	31
February	5	14
February	20	28
March	5	15
March	20	29
April	3	12
April	23	30
May	3	15
May	22	31
June	4	14
June	21	28
July	3	12
July	23	31
August	6	15
August	23	30
September	4	13
September	20	28
October	3	15
October	23	31
November	5	15
November	20	29
December	4	13
December	13	20

**vouchers are to be signed by the treasurer and one additional officer of the organization before submission to the Finance Administrator*