

January 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <i>New Year's Day</i> COUNTY HOLIDAY 	2 Pay Bills	3 <div>Equip. and Inv. Billing Due</div>	4
5	6	7 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	8 Pay Bills	9	10 <div>Equip. and Inv. Billing Due</div> Billings due back to Accounting <div>Payroll Cutoff</div>	11
12	13	14 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	15 Pay Bills	16	17	18
19	20 <i>Martin Luther King Day</i>  COUNTY HOLIDAY	21 A/P deadline for bill payment on following week <div>Time Sheets Due</div> <div>Time Reporting Due</div>	22 Pay Bills	23	24	25
26	27	28 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	29 Pay Bills	30	31	


February 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 A/P deadline for bill payment on following week <div>Time Sheets Due</div> <div>Equip. and Inv. Billing Due</div>	5 Pay Bills	6	7 <div>Payroll Cutoff</div>	8
9	10	11 A/P deadline for bill payment on following week <div>Time Sheets Due</div> <div>Time Reporting Due</div>	12 Pay Bills Billings due back to Accounting	13	14	15
16	17 <div>  President's Day COUNTY HOLIDAY </div>	18 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	19 Pay Bills	20	21	22
23	24	25 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	26 Pay Bills	27	28	

March 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	5 Pay Bills <div>Equip. and Inv. Billing Due</div>	6	7	8
9 	10	11 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	12 Pay Bills	13 Billings due back to Accounting	14 <div>Payroll Cutoff</div>	15
16	17	18 A/P deadline for bill payment on following week <div>Time Sheets Due</div> <div>Time Reporting Due</div>	19 Pay Bills	20	21	22
23	24	25 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	26 Pay Bills	27	28	29
30	31					


April 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<i>1</i> A/P deadline for bill payment on following week <i>Time Sheets Due</i>	<i>2</i> Pay Bills	<i>3</i> <i>Equip. and Inv. Billing Due</i>	<i>4</i>	<i>5</i>
<i>6</i>	<i>7</i>	<i>8</i> A/P deadline for bill payment on following week <i>Time Sheets Due</i>	<i>9</i> Pay Bills	<i>10</i>	<i>11</i> Payroll Cutoff	<i>12</i>
<i>13</i>	<i>14</i> Billings due back to Accounting	<i>15</i> A/P deadline for bill payment on following week <i>Time Sheets Due</i> <i>Time Reporting Due</i>	<i>16</i> Pay Bills	<i>17</i>	<i>18</i>	<i>19</i>
<i>20</i>	<i>21</i>	<i>22</i> A/P deadline for bill payment on following week <i>Time Sheets Due</i>	<i>23</i> Pay Bills	<i>24</i>	<i>25</i>	<i>26</i>
<i>27</i>	<i>28</i>	<i>29</i> A/P deadline for bill payment on following week <i>Time Sheets Due</i>	<i>30</i> Pay Bills			

May 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 <i>Equip. and Inv. Billing Due</i>	6 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	7 Pay Bills	8	9 <i>Payroll Cutoff</i>	10
11	12 <i>Billings due back to Accounting</i>	13 A/P deadline for bill payment on following week <i>Time Sheets Due</i> <i>Time Reporting Due</i>	14 Pay Bills	15	16	17
18	19	20 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	21 Pay Bills	22	23	24
25	26 <i>Memorial Day</i>  COUNTY HOLIDAY	27 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	28 Pay Bills	29	30	31

June 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	4 Pay Bills	5 <i>Equip. and Inv. Billing Due</i>	6	7
8	9	10 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	11 Pay Bills	12	13 Payroll Cutoff <i>Billings due back to Accounting</i>	14
15	16	17 A/P deadline for bill payment on following week <i>Time Sheets Due</i> <i>Time Reporting Due</i>	18 Pay Bills	19 <i>Juneteenth</i> HAPPY Juneteenth! COUNTY HOLIDAY	20	21
22	23	24 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	25 Pay Bills	26	27	28
29	30					

July 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<i>1</i> A/P deadline for bill payment on following week <div>Time Sheets Due</div>	2 Pay Bills	3	4 <div>Independence Day COUNTY HOLIDAY</div>	5
6	7 <div>Equip. and Inv. Billing Due</div>	8 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	9 Pay Bills	10	11 <div>Payroll Cutoff</div> Billings due back to Accounting	12
13	14	15 A/P deadline for bill payment on following week <div>Time Sheets Due</div> <div>Time Reporting Due</div>	16 Pay Bills	17	18	19
20	21	22 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	23 Pay Bills	24	25	26
27	28	29 A/P deadline for bill payment on following week <div>Time Sheets Due</div>	30 Pay Bills	31		


August 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 A/P deadline for bill payment on following week <i>Time Sheets Due</i> <i>Equip. and Inv. Billing Due</i>	6 Pay Bills	7	8	9
10	11	12 A/P deadline for bill payment on following week <i>Time Sheets Due</i> <i>Time Reporting Due</i>	13 Pay Bills <i>Billings due back to Accounting</i>	14	15 <i>Payroll Cutoff</i>	16
17	18	19 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	20 Pay Bills	21	22	23
24	25	26 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	27 Pay Bills	28	29	30
31						


September 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<i>1</i> Labor Day COUNTY HOLIDAY 	<i>2</i> A/P deadline for bill payment on following week <div>Time Sheets Due</div>	<i>3</i> Pay Bills	<i>4</i>	<i>5</i> <div>Equip. and Inv. Billing Due</div>	<i>6</i>
<i>7</i>	<i>8</i>	<i>9</i> A/P deadline for bill payment on following week <div>Time Sheets Due</div>	<i>10</i> Pay Bills	<i>11</i>	<i>12</i> Billings due back to Accounting <div>Payroll Cutoff</div>	<i>13</i>
<i>14</i>	<i>15</i>	<i>16</i> A/P deadline for bill payment on following week <div>Time Sheets Due</div>	<i>17</i> Pay Bills	<i>18</i>	<i>19</i>	<i>20</i>
<i>21</i>	<i>22</i>	<i>23</i> A/P deadline for bill payment on following week <div>Time Sheets Due</div> <div>Time Reporting Due</div>	<i>24</i> Pay Bills	<i>25</i>	<i>26</i>	<i>27</i>
<i>28</i>	<i>29</i>	<i>30</i> A/P deadline for bill payment on following week <div>Time Sheets Due</div>				





October 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Pay Bills	2	3 Equip. and Inv. Billing Due	4
5	6	7 A/P deadline for bill payment on following week Time Sheets Due	8 Pay Bills	9	10 Payroll Cutoff	11
12	13 Columbus Day COUNTY HOLIDAY 	14 A/P deadline for bill payment on following week Time Sheets Due Time Reporting Due Billings due back to Accounting	15 Pay Bills	16	17	18
19	20	21 A/P deadline for bill payment on following week Time Sheets Due	22 Pay Bills	23	24	25
26	27	28 A/P deadline for bill payment on following week Time Sheets Due	29 Pay Bills	30	31	


November 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 	3	4 A/P deadline for bill payment on following week Time Sheets Due	5 Pay Bills Equip. and Inv. Billing Due	6	7 Payroll Cutoff	8
9	10 A/P deadline for bill payment on following week Time Sheets Due Time Reporting Due	11 Veteran's Day COUNTY HOLIDAY 	12 Pay Bills	13 Billings due back to Accounting	14	15
16	17	18 A/P deadline for bill payment on following week Time Sheets Due	19 Pay Bills	20	21	22
23	24	25 A/P deadline for bill payment on following week Time Sheets Due	26 Pay Bills	27 Thanksgiving Day COUNTY HOLIDAY 	28 Thanksgiving holiday COUNTY HOLIDAY 	29
30						

December 2025

CUTOFF DATES

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	3 Pay Bills	4	5 <i>Equip. and Inv. Billing Due</i>	6
7	8	9 A/P deadline for bill payment on following week <i>Time Sheets Due</i> <i>Time Reporting Due</i>	10 Pay Bills	11	12 Payroll Cutoff <i>Billings due back to Accounting</i>	13
14	15	16 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	17 Pay Bills	18	19	20
21	22	23 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	24 Pay Bills	25 <i>Christmas Day</i> COUNTY HOLIDAY 	26	27
28	29	30 A/P deadline for bill payment on following week <i>Time Sheets Due</i>	31 Pay Bills			