

DeKalb County Finance Office

-Claims Submission Calendar-

All bills due for payment are to be submitted on claim forms, approved and signed by the Department Head, and submitted to the Finance Office by **Noon** the first Thursday after the first Wednesday of each month. The checks are then ready for distribution the morning following the County Board Meeting which is the evening of the third Wednesday of each month.

<u>BILLS SUBMITTED TO FINANCE FROM DEPARTMENTS BY NOON</u>	<u>WILL BE SUBMITTED FOR BOARD APPROVAL</u>	<u>READY FOR DISTRIBUTION AFTER BOARD APPROVAL</u>
Thurs., January 3, 2019	Wed., January 16, 2019	Thurs., January 17, 2019
Thurs., February 7, 2019	Wed., February 20, 2019	Thurs., February 21, 2019
Thurs., March 7, 2019	Wed., March 20, 2019	Thurs., March 21, 2019
Thurs., April 4, 2019	Wed., April 17, 2019	Thurs., April 18, 2019
Thurs., May 2, 2019	Wed., May 15, 2019	Thurs., May 16, 2019
Thurs., June 6, 2019	Wed., June 19, 2019	Thurs., June 20, 2019
Thurs., July 4, 2019	Wed., July 17, 2019	Thurs., July 18, 2019
Thurs., August 8, 2019	Wed., August 21, 2019	Thurs., August 22, 2019
Thurs., September 5, 2019	Wed., September 18, 2019	Thurs., September 19, 2019
Thurs., October 3, 2019	Wed., October 16, 2019	Thurs., October 17, 2019
Thurs., November 7, 2019	Wed., November 20, 2019	Thurs., November 21, 2019
Thurs., December 5, 2019	Wed., December 18, 2019	Thurs., December 19, 2019
Thurs., January 2, 2020	Wed., January 15, 2020	Thurs., January 16, 2020