

## 2023-24 ACCOUNTS PAYABLE BATCH LIST

Batches are due by 12 noon on the Tuesday prior to warrant print dates unless otherwise noted.

Warrants print on Wednesday mornings unless otherwise noted.

Do not key add-ons to batches scheduled to print without contacting your district's Fiscal Technician

Batch #	Print Date	Batch #	Print Date	Batch #	Print Date	Batch #	Print Date
01024	N/A	04024	N/A	*07024	01/04/24	10024	N/A
31024	**07/05/23	34024	10/04/23	37024	01/10/24	40024	04/03/24
51024	**07/12/23	54024	10/11/23	57024	01/17/24	60024	04/10/24
71024	**07/19/23	74024	10/18/23	77024	01/24/24	80024	04/17/24
71624	**07/26/23	74624	10/25/23	77624	01/31/24	80624	04/24/24
02024	**08/02/23	05024	11/01/23	08024	N/A	11024	05/01/24
32024	**08/09/23	35024	11/08/23	38024	02/07/24	41024	05/08/24
52024	08/16/23	55024	11/15/23	58024	02/14/24	61024	05/15/24
72024	08/23/23	75024	N/A	78024	02/21/24	81024	05/22/24
72624	08/30/23	75624	11/29/23	78624	02/28/24	81624	05/29/24
03024	N/A	06024	N/A	09024	N/A	12024	N/A
33024	09/06/23	36024	12/06/23	39024	03/06/24	42024	06/05/24
53024	09/13/23	56024	12/13/23	59024	03/13/24	62024	06/12/24
73024	09/20/23	76024	N/A	79024	03/20/24	*82024	06/20/24
73624	09/27/23	76624	12/27/23	79624	03/27/24	82624	06/26/24

\*\*2022-23 Possible Accrual Batches (District decides start & end dates for Accrual Batches)

\*Batch 07024 - Due date is Wednesday 01/03/2024. Print date is Thursday 01/04/2024; Pick-up/Delivery is Friday 01/05/2024 due to New Year's.

\*Batch 82024 - Print date is Thursday 06/20/2024; Pick-up/Delivery is Friday 06/21/2024 due to Juneteenth.

The COE is closed for the following holidays:

07/04/23 Independence Day  
 09/04/23 Labor Day  
 11/10/23 Veterans' Day  
 11/22/23 Thanksgiving  
 11/23/23 Thanksgiving  
 11/24/23 Thanksgiving  
 12/25/23 Winter Holiday  
 12/26/23 Winter Holiday  
 01/01/24 New Year's Holiday  
 01/02/24 New Year's Holiday

01/15/24 Martin Luther King Jr. Day  
 02/16/24 Lincoln's Birthday  
 02/19/24 Washington's Birthday  
 05/27/24 Memorial Day  
 06/19/24 Juneteenth

Although the COE building is open to the public on Fridays from June 23, 2023 to August 11, 2023, limited DBS staff will be on site. Please contact your assigned Fiscal Services Technician if you are coming in the COE building during this period.