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 Ms. Barbara L. Baker

Fiscal Year 2021 Employee Reimbursement Schedule

Please see the following schedule for reimbursement payment to employees for mileage, travel and incidental expenses. Approved reimbursement packages must have complete backup documentation with all required approvals and received in the Finance Office by the date in the left column in order to be paid by the date in the right column. All reimbursements must be submitted within 30 days of the event or will not be paid.

Reimbursement Schedule for July 1, 2020 to June 30, 2021

Approved Reimbursement Package Received in Finance	EFT Release
8/11/2020	8/28/2020
8/25/2020	9/11/2020
9/08/2020	9/25/2020
9/22/2020	10/09/2020
10/06/2020	10/23/2020
10/20/2020	11/06/2020
11/02/2020	11/20/2020
11/17/2020	12/04/2020
12/01/2020	12/18/2020
12/15/2020	12/30/2020
1/12/2021	1/29/2021
1/26/2021	2/12/2021
2/09/2021	2/26/2021
2/23/2021	3/12/2021
3/09/2021	3/26/2021
3/23/2021	4/09/2021
4/06/2021	4/23/2021
4/20/2021	5/07/2021
5/04/2021	5/21/2021
6/01/2021	6/18/2021
6/15/2021	7/02/2021
7/15/2021	7/30/2021