

Flexible Choices
Non-Payroll Reimbursement Request Deadlines
 Calendar Year 2024

The deadline for getting Non-Payroll Reimbursements to Transition II is noon on the last Thursday of every pay-period.

- Please note: Deadline dates for the holidays have been moved up. Please pay attention to the highlighted dates.
- Receipts for the 2023-2024 fiscal year must be turned in no later than 12:00 (noon), on Thursday, 6/20/23 as indicated below.

Pay Period Dates	Non-Payroll Reimbursement requests must be received by Transition II by this date:	Pay Date
<u>Sunday - Saturday</u>	<u>Thursday</u>	<u>Friday</u>
12/24/23 - 1/6/24	1/4/24	1/12/24
1/7/24 - 1/20/24	1/18/24	1/26/24
1/21/24 - 2/3/24	2/1/24	2/9/24
2/4/24 - 2/17/24	2/15/24	2/23/24
2/18/24 - 3/2/24	2/29/24	3/8/24
3/3/24 - 3/16/24	3/14/24	3/22/24
3/17/24 - 3/30/24	3/28/24	4/5/24
3/31/24 - 4/13/24	4/11/24	4/19/24
4/14/24 - 4/27/24	4/25/24	5/3/24
4/28/24 - 5/11/24	5/9/24	5/17/24
5/12/24 - 5/25/24	5/23/24	5/31/24
5/26/24 - 6/8/24	6/6/24	6/14/24
6/9/24 - 6/22/24	6/20/24 End of Fiscal Year	6/28/24
6/23/24 - 7/6/24	Independence Day Tuesday, 7/2/24	7/12/24
7/7/24 - 7/20/24	7/18/24	7/26/24
7/21/24 - 8/3/24	8/1/24	8/9/24
8/4/24 - 8/17/24	8/15/24	8/23/24
8/18/24 - 8/31/24	8/29/24	9/6/24
9/1/24 - 9/14/24	9/12/24	9/20/24
9/15/24 - 9/28/24	9/26/24	10/4/24
9/29/24 - 10/12/24	10/10/24	10/18/24
10/13/24 - 10/26/24	10/24/24	11/1/24
10/27/24 - 11/9/24	11/7/24	11/15/24
11/10/24 - 11/23/24	11/21/24	11/29/24
11/24/24 - 12/7/24	12/5/24	12/13/24
12/8/24 - 12/21/24	12/19/24	12/27/24
12/22/24 - 1/4/25	1/2/25	1/10/25