

## January 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
December 28	29	30	31	January 1	2	3
				<b>HOLIDAY</b>	End of week check run (priority 99)	
4	5	6	7	8	9	10
		Last day - JV's noon Run STACAP overnight Load Payroll Overnight	Post Profit Transfer Close Period #6	EOM reports in Fortis	End of week check run (priority 99)	
11	12	13	14	15	16	17
		Load Payroll Overnight			End of week check run (priority 99)	
18	19	20	21	22	23	24
	<b>HOLIDAY</b>	Load Payroll Overnight			End of week check run (priority 99)	
25	26	27	28	29	30	31
		Load Payroll Overnight DEP-Finance Charge job			End of week check run (priority 99)	

## February 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February 1	2	3	4	5	6	7
		Load Payroll Overnight	Last day - JV's noon Run STACAP overnight		End of week check run (priority 99) Post Profit Transfer Close Period #7	
8	9	10	11	12	13	14
	EOM reports in Fortis	Load Payroll Overnight			End of week check run (priority 99)	
15	16	17	18	19	20	21
	<b>HOLIDAY</b>	Load Payroll Overnight			End of week check run (priority 99)	
22	23	24	25	26	27	28
		Load Payroll Overnight DEP-Finance Charge job			End of week check run (priority 99)	
March 1	2	3	4	5	6	7

## March 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
March 1	2	3	4	5	6	7
		Load Payroll Overnight	Last day - JV's noon Run STACAP overnight	Run STACAP overnight	End of week check run (priority 99) Post Profit Transfer Close Period #8	
8	9	10	11	12	13	14
	EOM reports in Fortis	Load Payroll Overnight			End of week check run (priority 99)	
15	16	17	18	19	20	21
		Load Payroll Overnight			End of week check run (priority 99)	
22	23	24	25	26	27	28
		Load Payroll Overnight DEP-Finance Charge job			End of week check run (priority 99)	
29	30	31	April 1	2	3	4

## April 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
March 29	30	31	April 1	2	3	4
			Load Payroll Overnight		End of week check run (priority 99) Last day - JV's noon Run STACAP overnight	
5	6	7	8	9	10	11
	Post Profit Transfer Close Period #8	EOM reports in Fortis Load Payroll Overnight			End of week check run (priority 99)	
12	13	14	15	16	17	18
		Load Payroll Overnight			End of week check run (priority 99)	
19	20	21	22	23	24	25
	<b>HOLIDAY</b>	Load Payroll Overnight			End of week check run (priority 99)	
26	27	28	29	30	May 1	2
	DEP-Finance Charge job	Load Payroll Overnight				

## May 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 26	27	28	29	30	May 1	2
					End of week check run (priority 99)	
3	4	5	6	7	8	9
		Last day - JV's noon Run STACAP overnight Load Payroll Overnight	Post Profit Transfer Close Period #9	EOM reports in Fortis	End of week check run (priority 99)	
10	11	12	13	14	15	16
		Load Payroll Overnight			End of week check run (priority 99)	
17	18	19	20	21	22	23
		Load Payroll Overnight			End of week check run (priority 99)	
24	25	26	27	28	29	30
	<b>HOLIDAY</b>	Load Payroll Overnight DEP-Finance Charge job			End of week check run (priority 99)	
31						

## June 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 31	June 1	2	3	4	5	6
		Load Payroll Overnight	Last day - JV's noon Run STACAP overnight		End of week check run (priority 99) Post Profit Transfer Close Period #10	
7	8	9	10	11	12	13
	EOM reports in Fortis	Load Payroll Overnight			End of week check run (priority 99)	
14	15	16	17	18	19	20
		Load Payroll Overnight			End of week check run (priority 99)	
21	22	23	24	25	26	27
		Load Payroll Overnight DEP-Finance Charge job			End of week check run (priority 99)	
28	29	30	July 1	2	3	4

## July 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
June 28	29	30	July 1	2	3	4
			Load Payroll Overnight	End of week check run (priority 99)	<b>HOLIDAY</b>	
5	6	7	8	9	10	11
	Last day - JV's noon Run STACAP overnight	Post Profit Transfer Close Period #11 Load Payroll Overnight	EOM reports in Fortis		End of week check run (priority 99)	
12	13	14	15	16	17	18
		Load Payroll Overnight			End of week check run (priority 99)	
19	20	21	22	23	24	25
		Load Payroll Overnight			End of week check run (priority 99)	
26	27	28	29	30	31	August 1
	DEP-Finance Charge job	Load Payroll Overnight			End of week check run (priority 99)	



## September 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 30	31	September 1	2	3	4	5
		Load Payroll Overnight		Last day - JV's noon Run STACAP overnight	End of week check run (priority 99) Post Profit Transfer Close Period #1	
6	7	8	9	10	11	12
	<b>HOLIDAY</b>	EOM reports in Fortis Load Payroll Overnight			End of week check run (priority 99)	
13	14	15	16	17	18	19
		Load Payroll Overnight			End of week check run (priority 99)	
20	21	22	23	24	25	26
		Load Payroll Overnight			End of week check run (priority 99)	
27	28	29	30	October 1	2	3
	DEP-Finance Charge job	Load Payroll Overnight				

## October 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
September 27	28	29	30	October 1	2	3
					End of week check run (priority 99)	
4	5	6	7	8	9	10
	Last day - JV's noon Run STACAP overnight	Post Profit Transfer Close Period #2 Load Payroll Overnight	EOM reports in Fortis		End of week check run (priority 99)	
11	12	13	14	15	16	17
	<b>HOLIDAY</b>	Load Payroll Overnight			End of week check run (priority 99)	
18	19	20	21	22	23	24
		Load Payroll Overnight			End of week check run (priority 99)	
25	26	27	28	29	30	31
		Load Payroll Overnight DEP-Finance Charge job			End of week check run (priority 99)	

## November 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
November 1	2	3	4	5	6	7
		Load Payroll Overnight	Last day - JV's noon Run STACAP overnight		End of week check run (priority 99) Post Profit Transfer Close Period #3	
8	9	10	11	12	13	14
	EOM reports in Fortis	Load Payroll Overnight	<b>HOLIDAY</b>		End of week check run (priority 99)	
15	16	17	18	19	20	21
		Load Payroll Overnight			End of week check run (priority 99) DEP-Finance Charge job	
22	23	24	25	26	27	28
		Load Payroll Overnight	End of week check run (priority 99)	<b>HOLIDAY</b>	<b>HOLIDAY</b>	
29	30	December 1	2	3	4	5

## December 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
November 29	30	December 1	2	3	4	5
		Load Payroll Overnight		Last day - JV's noon Run STACAP overnight	End of week check run (priority 99) Post Profit Transfer Close Period #4	
6	7	8	9	10	11	12
	EOM reports in Fortis	Load Payroll Overnight			End of week check run (priority 99)	
13	14	15	16	17	18	19
		Load Payroll Overnight			End of week check run (priority 99)	
20	21	22	23	24	25	26
		Load Payroll Overnight		End of week check run (priority 99)	<b>HOLIDAY</b>	
27	28	29	30	31	January 1	2
	DEP-Finance Charge job	Load Payroll Overnight		End of week check run (priority 99)		