

FAMIS v5 Flash# 175 – Paper Check Payments Schedule for Christmas and New Year (December 22, 2014 – January 2, 2015)

Note: This email is being sent to the FAMIS Flash, ADPICS All-Users, Con-Finance Officers lists. Please forward this message to all FAMIS Accounting and Purchasing users in your department. Please forward this message to all affected FAMIS users in your department. You can always check <http://sfcontroller.org/index.aspx?page=203> for the latest FAMIS flashes.

The FAMIS Vendor Check Printing/ACH Processing Schedule for the holiday weeks of December 23, 2013 through January 2, 2014 are as follows:

Christmas Week

Monday, 12/22/2014

CheckWriter Run, paper checks printed.
ACH Payments (PayMode) will be processed.

Tuesday, 12/23/2014

Paper checks will be available for pickup.
ACH Payments (PayMode) will be processed.

Wednesday, 12/24/2014

ACH Payments (PayMode) will be processed.

Thursday, 12/25/2014

HOLIDAY

Friday, 12/26/2014

Paper checks mailed out.
ACH Payments (PayMode) will be processed.

New Year Week

Monday, 12/29/2014

CheckWriter Run, paper checks printed.
ACH Payments (PayMode) will be processed.

Tuesday, 12/30/2014

Paper checks will be available for pickup.
ACH Payments (PayMode) will be processed.

Wednesday, 12/31/2014

ACH Payments (PayMode) will be processed.

Thursday, 1/1/2015

HOLIDAY

Friday, 1/2/2015

Paper checks mailed out.
ACH Payments (PayMode) will be processed.

Please contact your fund accountant if you have any questions to the above. Thank You!

Please do not reply to this message. This is an automatically generated message sent out on behalf of the Controller AOSD Division.