LAST BANK STATEMENT FOR FY2008
END OF YEAR DEADLINE

NOTES FOR 09/05/08 BANK STATEMENT
(08/06/08 through 09/05/08 transactions)

You will ONLY have 2 business days after the cycle ends to make your transaction adjustments or reallocations in Pathway Net. The deadline to make your adjustments and/or allocations for your 09/05 statement is Tuesday, September 9th.

_helpful HINT to Relieve Year End Stress:_
Transaction adjustments and reallocations can be done as soon as two days from the transaction date of any purchase (if the vendor posts the charge in a timely manner). This means you can work on your 09/05/08 statement transactions now through Tuesday, September 9th.

! Caution when ordering for FY09 !
Transactions that have a _post date_ of 9/2, 9/3, 9/4 and 9/5 will all be applied to FY08. Therefore, if you are ordering for FY09 do not order until _Monday, September 8th_.

If there are any questions please email _jessica.mcgaha@ttuhsc.edu_.

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