

# CITY OF SAULT STE. MARIE, MICHIGAN

## REQUISITION DEADLINE & CHECK RELEASE DATE

May be subject to change by Finance Department

Requisitions need to be to Purchasing Department <b>no later</b> than 1:00 PM, <b>Friday</b>	Payment Requests need to be to Accounts Payable by 5:00 PM, Monday	Check Release Date
March 9, 2012	March 12, 2012	March 19, 2012
March 23, 2012	March 26, 2012	April 2, 2012
April 6, 2012	April 9, 2012	April 16, 2012
April 20, 2012	April 23, 2012	April 30, 2012
May 4, 2012	May 7, 2012	May 14, 2012
May 18, 2012	May 21, 2012	May 28, 2012
June 1, 2012	June 4, 2012	June 11, 2012
June 15, 2012	June 18, 2012	June 25, 2012
June 29, 2012	July 2, 2012	July 9, 2012
July 13, 2012	July 16, 2012	July 23, 2012