

DUE DATES FOR ePayables invoices RECEIVED IN THE MONTH OF August 2020

Determining the correct due date of invoices is one of the most important procedures for you to uphold. Proper due dating means that you compare the date you received the goods or service AND the date you received the invoice. You then choose the later of these two and due date your invoice 16 days from the latest action.

For example, using the chart below: If you receive your service or goods on 08/06/2020 and your invoice on 08/21/2020, then you will select the due date of 09/04/2020. Invoice to Accounts Payable by 08/28/2020

To ensure Accounts Payable can meet the due date of the VA Prompt Pay Act, invoices must be in the hands of the AP staff five business days prior to the due date.

| Date invoice was rec'd OR Date Goods/Services were rec'd, whichever is LATER | Due date for use in FAAINVE | Weekend or Holiday | Invoice needs to be to A/P by: |
|------------------------------------------------------------------------------|-----------------------------|--------------------|--------------------------------|
| 1-Aug | 17-Aug | | 10-Aug |
| 2-Aug | 18-Aug | | 11-Aug |
| 3-Aug | 19-Aug | | 12-Aug |
| 4-Aug | 20-Aug | | 13-Aug |
| 5-Aug | 21-Aug | | 14-Aug |
| 6-Aug | 21-Aug | Weekend | 14-Aug |
| 7-Aug | 21-Aug | Weekend | 14-Aug |
| 8-Aug | 24-Aug | | 17-Aug |
| 9-Aug | 25-Aug | | 18-Aug |
| 10-Aug | 26-Aug | | 19-Aug |
| 11-Aug | 27-Aug | | 20-Aug |
| 12-Aug | 28-Aug | | 21-Aug |
| 13-Aug | 28-Aug | Weekend | 21-Aug |
| 14-Aug | 28-Aug | Weekend | 21-Aug |
| 15-Aug | 31-Aug | | 24-Aug |
| 16-Aug | 1-Sep | | 25-Aug |
| 17-Aug | 2-Sep | | 26-Aug |
| 18-Aug | 3-Sep | | 27-Aug |
| 19-Aug | 4-Sep | | 28-Aug |
| 20-Aug | 4-Sep | Weekend | 28-Aug |
| 21-Aug | 4-Sep | Weekend | 28-Aug |
| 22-Aug | 7-Sep | | 31-Aug |
| 23-Aug | 8-Sep | | 1-Sep |
| 24-Aug | 9-Sep | | 2-Sep |
| 25-Aug | 10-Sep | | 3-Sep |
| 26-Aug | 11-Sep | | 4-Sep |
| 27-Aug | 11-Sep | Weekend | 4-Sep |
| 28-Aug | 11-Sep | Weekend | 4-Sep |
| 29-Aug | 14-Sep | | 7-Sep |
| 30-Aug | 15-Sep | | 8-Sep |
| 31-Aug | 16-Sep | | 9-Sep |

