

## DUE DATES FOR ePayables INVOICES RECEIVED in June 2026

Use this chart to determine the 30-Day Prompt Pay due dates for purchase orders and some other types of payments.

[Direct Pay](#) Use this site for receiving and due dates for Direct Pays  
[Pre-Payments](#) Use this site for details about receiving and due dates for Pre-Payments

### COLUMNS 1 - 3 Steps to Take

<p><b>COLUMN 1</b></p> <p>1. Determine the date the invoice arrived at UMW.                  2. Determine the date the good was received or service completed.  <a href="#">See Receiving Instructions for purchase orders.</a>                  3. In COLUMN 1, locate the later of these two dates.</p>
<p><b>COLUMN 2</b></p> <p>4. The corresponding line item in COLUMN 2 is the Due Date.</p>
<p><b>COLUMN 3</b></p> <p>5. The corresponding line item in COLUMN 3 is the deadline date for the paperwork to be in Accounts Payable.</p> <p>6. Vendors should send invoices to <a href="mailto:invoices@umw.edu">invoices@umw.edu</a>; however IF a vendor sends an invoice to an individual on campus,  <u>Send invoice from vendor to <a href="mailto:payables@umw.edu">payables@umw.edu</a> and include the following information:</u></p> <p style="margin-left: 20px;"><i>*Date invoice from vendor arrived on campus</i>  <span style="color: red;"><b>Invoices must be date stamped (or hand-write) the day they arrive on campus!</b></span></p> <p style="margin-left: 20px;"><i>*Corresponding receiving Banner Y Number</i></p>

COLUMN 1 Date goods/services rec'd OR date invoice from vendor arrived at UMW, whichever is later	COLUMN 2 DUE DATE (Based upon VA Prompt Pay Act)	COLUMN 3 DEADLINE for Invoice to be in the hands of Accounts Payable
1-Jun	<b>17-Jun</b>	<b>10-Jun</b>
2-Jun	<b>18-Jun</b>	<b>11-Jun</b>
3-Jun	<b>18-Jun</b>	<b>11-Jun</b>
4-Jun	<b>18-Jun</b>	<b>11-Jun</b>
5-Jun	<b>18-Jun</b>	<b>11-Jun</b>
6-Jun	<b>22-Jun</b>	<b>15-Jun</b>
7-Jun	<b>23-Jun</b>	<b>16-Jun</b>
8-Jun	<b>24-Jun</b>	<b>ASAP to meet due date</b>
9-Jun	<b>24-Jun</b>	<b>ASAP to meet due date</b>
10-Jun	<b>24-Jun</b>	<b>ASAP to meet due date</b>
11-Jun	<b>24-Jun</b>	<b>ASAP to meet due date</b>
12-Jun	<b>24-Jun</b>	<b>ASAP to meet due date</b>
13-Jun	<b>24-Jun</b>	<b>ASAP to meet due date</b>
14-Jun	<b>24-Jun</b>	<b>ASAP to meet due date</b>
15-Jun	<b>1-Jul</b>	<b>24-Jun</b>
16-Jun	<b>2-Jul</b>	<b>25-Jun</b>
17-Jun	<b>2-Jul</b>	<b>25-Jun</b>
18-Jun	<b>2-Jul</b>	<b>25-Jun</b>
19-Jun	<b>2-Jul</b>	<b>25-Jun</b>
20-Jun	<b>6-Jul</b>	<b>29-Jun</b>
21-Jun	<b>7-Jul</b>	<b>30-Jun</b>
22-Jun	<b>8-Jul</b>	<b>1-Jul</b>
23-Jun	<b>9-Jul</b>	<b>2-Jul</b>
24-Jun	<b>10-Jul</b>	<b>2-Jul</b>
25-Jun	<b>10-Jul</b>	<b>2-Jul</b>
26-Jun	<b>10-Jul</b>	<b>2-Jul</b>
27-Jun	<b>13-Jul</b>	<b>6-Jul</b>
28-Jun	<b>14-Jul</b>	<b>7-Jul</b>
29-Jun	<b>15-Jul</b>	<b>8-Jul</b>
30-Jun	<b>16-Jul</b>	<b>9-Jul</b>
1-Jul	<b>17-Jul</b>	<b>10-Jul</b>