DUE DATES FOR 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

COLUMN 1

1. Determine the date the invoice arrived at UMW.
2. Determine the date the good was received or service completed.
   See Receiving Instructions for purchase orders.
3. In COLUMN 1, locate the later of these two dates.

COLUMN 2

4. The corresponding line item in COLUMN 2 is the Due Date.

COLUMN 3

5. The corresponding line item in COLUMN 3 is the deadline date for the paperwork to be in Accounts Payable.

6. Vendors should send invoices to invoices@umw.edu; however IF a vendor sends an invoice to an individual on campus,

Send invoice from vendor to payables@umw.edu and include the following information:

***Date invoice from vendor arrived on campus**

Invoices must be date stamped (or hand-write) the day they arrive on campus!

***Corresponding receiving Banner Y Number**

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	**1-Jul**	**24-Jun**
2-Jun	**2-Jul**	**25-Jun**
3-Jun	**2-Jul**	**25-Jun**
4-Jun	**2-Jul**	**25-Jun**
5-Jun	**2-Jul**	**25-Jun**
6-Jun	**6-Jul**	**29-Jun**
7-Jun	**7-Jul**	**30-Jun**
8-Jun	**8-Jul**	**1-Jul**
9-Jun	**9-Jul**	**2-Jul**
10-Jun	**10-Jul**	**3-Jul**
11-Jun	**10-Jul**	**3-Jul**
12-Jun	**10-Jul**	**3-Jul**
13-Jun	**13-Jul**	**6-Jul**
14-Jun	**14-Jul**	**7-Jul**
15-Jun	**15-Jul**	**8-Jul**
16-Jun	**16-Jul**	**9-Jul**
17-Jun	**17-Jul**	**10-Jul**
18-Jun	**17-Jul**	**10-Jul**
19-Jun	**17-Jul**	**10-Jul**
20-Jun	**20-Jul**	**13-Jul**
21-Jun	**21-Jul**	**14-Jul**
22-Jun	**22-Jul**	**15-Jul**
23-Jun	**23-Jul**	**16-Jul**
24-Jun	**24-Jul**	**17-Jul**
25-Jun	**24-Jul**	**17-Jul**
26-Jun	**24-Jul**	**17-Jul**
27-Jun	**27-Jul**	**20-Jul**
28-Jun	**28-Jul**	**21-Jul**
29-Jun	**29-Jul**	**22-Jul**
30-Jun	**30-Jul**	**23-Jul**