



2023-2024 Cheque Request Submission Deadline and Payment Dates

Please keep a copy of this list for your own records.

Submission Deadline	Cheque Payment Date	EFT/Direct Deposit Payment Date	Period Covered	
28-Mar-23	5-Apr-23	7-Apr-23		**First submission date in FY2023/2024
11-Apr-23	19-Apr-23	21-Apr-23	April-23	
25-Apr-23	3-May-23	5-May-23		
9-May-23	17-May-23	19-May-23	May-23	
23-May-23	31-May-23	2-Jun-23		
6-Jun-23	14-Jun-23	16-Jun-23		
20-Jun-23	28-Jun-23	30-Jun-23	June-23	
4-Jul-23	12-Jul-23	14-Jul-23		
18-Jul-23	26-Jul-23	28-Jul-23	July-23	
1-Aug-23	9-Aug-23	11-Aug-23		
15-Aug-23	23-Aug-23	25-Aug-23	August-23	
29-Aug-23	6-Sep-23	8-Sep-23		
12-Sep-23	20-Sep-23	22-Sep-23	September-23	
26-Sep-23	4-Oct-23	6-Oct-23		
10-Oct-23	18-Oct-23	20-Oct-23	October-23	
24-Oct-23	1-Nov-23	3-Nov-23		
7-Nov-23	15-Nov-23	17-Nov-23	November-23	
21-Nov-23	29-Nov-23	1-Dec-23		
5-Dec-23	13-Dec-23	15-Dec-23		
12-Dec-23	20-Dec-23	22-Dec-23	December-23	**Last payment for calendar year 2023
2-Jan-24	10-Jan-24	12-Jan-24		
16-Jan-24	24-Jan-24	26-Jan-24	January-24	
30-Jan-24	7-Feb-24	9-Feb-24		
13-Feb-24	21-Feb-24	23-Feb-24	February-24	
27-Feb-24	6-Mar-24	8-Mar-24		**Due to holiday on Mar 29, move EFT to Mar 28
12-Mar-24	20-Mar-24	22-Mar-24		** March 31/24-Deadline for all requisitions
19-Mar-24	27-Mar-24	28-Mar-24	March-24	pertaining to fiscal year ending March 31, 2024