



PROCARD BILLING CYCLE DATES FOR FY 2024-2025

Month	ProCard Cycle Start Date	ProCard Cycle End Date	CFS Reconciliation Window (7 business days)	Completed Reports Due (7 business days)
July 2024	6/11/2024	7/10/2024	7/11/2024-7/23/2024	8/2/2024
August 2024	7/11/2024	8/12/2024	8/13/2024-8/22/2024	9/3/2024
September 2024	8/13/2024	9/10/2024	9/11/2024-9/19/2024	9/30/2024
October 2024	9/11/2024	10/10/2024	10/11/2024-10/21/2024	10/30/2024
November 2024	10/11/2024	11/11/2024	11/12/2024-11/20/2024	12/3/2024
December 2024	11/13/2024	12/10/2024	12/11/2024-12/18/2024	1/8/2025
January 2025	12/11/2024	1/10/2025	1/13/2025-1/22/2025	1/31/2025
February 2025	1/11/2025	2/10/2025	2/11/2025-2/19/2025	2/28/2025
March 2025	2/11/2025	3/10/2025	3/11/2025-3/19/2025	3/28/2025
April 2025	3/11/2025	4/10/2025	4/11/2025-4/21/2025	4/30/2025
May 2025	4/11/2025	5/12/2025	5/13/2025-5/21/2025	6/3/2025
June 2025	5/13/2025	6/10/2025	6/11/2025-6/24/2025	7/8/2025