



# Office of the Controller

Monroe County, New York

Cheryl Dinolfo  
County Executive

Jennifer Cesario  
Controller

**2019 DEPARTMENT VOUCHER/INVOICE  
SUBMISSION DATES TO CONTROLLERS OFFICE**

**2019 APPROXIMATE PAYMENT  
DATES(Subject To Change)**

|                  |    |           |     |
|------------------|----|-----------|-----|
| JANUARY          | 03 | JANUARY   | 11  |
| JANUARY          | 17 | JANUARY   | 25* |
| JANUARY          | 31 | FEBRUARY  | 08  |
| FEBRUARY         | 15 | FEBRUARY  | 22* |
| FEBRUARY         | 28 | MARCH     | 08  |
| MARCH            | 14 | MARCH     | 22* |
| MARCH            | 28 | APRIL     | 05  |
| APRIL            | 11 | APRIL     | 19* |
| APRIL            | 25 | MAY       | 03  |
| MAY              | 09 | MAY       | 17* |
| MAY              | 23 | MAY       | 31  |
| JUNE             | 06 | JUNE      | 14* |
| JUNE             | 20 | JUNE      | 28  |
| JULY             | 05 | JULY      | 12  |
| JULY             | 18 | JULY      | 26* |
| AUGUST           | 01 | AUGUST    | 09  |
| AUGUST           | 15 | AUGUST    | 23* |
| AUGUST           | 29 | SEPTEMBER | 06  |
| SEPTEMBER        | 12 | SEPTEMBER | 20* |
| SEPTEMBER        | 26 | OCTOBER   | 04  |
| OCTOBER          | 10 | OCTOBER   | 18* |
| OCTOBER          | 24 | NOVEMBER  | 01  |
| NOVEMBER         | 07 | NOVEMBER  | 15* |
| NOVEMBER Tuesday | 19 | NOVEMBER  | 27  |
| DECEMBER         | 05 | DECEMBER  | 13  |
| DECEMBER         | 19 | DECEMBER  | 27* |

**MILEAGE VOUCHER SUBMISSION DEADLINES**

|          |    |           |        |
|----------|----|-----------|--------|
| JANUARY  | 08 | JULY      | 08     |
| FEBRUARY | 07 | AUGUST    | 07     |
| MARCH    | 07 | SEPTEMBER | 09     |
| APRIL    | 05 | OCTOBER   | 07     |
| MAY      | 07 | NOVEMBER  | 08     |
| JUNE     | 07 | DECEMBER  | 02**** |

**Note:** Approximate payment dates are subject to change based on impacts of State and Federal reimbursements.

**\*\*\*\* MILEAGE REMINDER:** Any mileage voucher seeking reimbursement for 2018 mileage expenses incurred on or before November 30, 2019, must be submitted to the Controller's Office by December 2, 2019.

(\*) SCHEDULED MILEAGE PAYMENT DATE

(\*\*) CAPITAL FUND PAYMENT DATE NEXT BUSINESS DAY