

2024-25 ACCOUNTS PAYABLE BATCH LIST

Batches are due by 12 noon on the Tuesday prior to warrant print dates unless otherwise noted.

Warrants print on Wednesday mornings unless otherwise noted.

Do not key add-on's to batches scheduled to print without contacting your district's Fiscal Technician

Batch #	Print Date	Batch #	Print Date	Batch #	Print Date	Batch #	Print Date
01025	**07/03/24	04025	10/02/24	07025	N/A	10025	04/02/25
31025	**07/10/24	34025	10/09/24	37025	01/08/25	40025	04/09/25
51025	**07/17/24	54025	10/16/24	57025	01/15/25	60025	04/16/25
71025	**07/24/24	74025	10/23/24	77025	01/22/25	80025	04/23/25
71625	**07/31/24	74625	10/30/24	77625	01/29/25	80625	04/30/25
02025	**08/07/24	05025	11/06/24	08025	02/05/25	11025	05/07/25
32025	**08/14/24	35025	11/13/24	38025	02/12/25	41025	05/14/25
52025	08/21/24	55025	11/20/24	58025	02/19/25	61025	05/21/25
72025	08/28/24	75025	N/A	78025	02/26/25	81025	05/28/25
72625	N/A	75625	N/A	78625	N/A	81625	N/A
03025	09/04/24	06025	12/04/24	09025	03/05/25	12025	06/04/25
33025	09/11/24	36025	12/11/24	39025	03/12/25	42025	06/11/25
53025	09/18/24	56025	12/18/24	59025	03/19/25	62025	*06/18/25
73025	09/25/24	76025	N/A	79025	03/26/25	82025	06/25/25
73625	N/A	76625	*12/30/24	79625	N/A	82625	N/A

**2023-24 Possible Accrual Batches (District decides start & end dates for Accrual Batches)

**Batch 01025 - Pick-up/Delivery is 07/05/24 due to Independence Day

*Batch 76625 - Due date is Friday, 12/27/24. Print date is Monday, 12/30/24.

*Batch 62025 - Print date is Wednesday 06/18/25; Pick-up/Delivey is Friday, 06/20/25 due to Juneteenth.

The COE is closed for the following holidays:

07/04/24	Independence Day	12/31/24	New Year's
09/02/24	Labor Day	01/01/25	New Year's
11/11/24	Veteran's Day	01/20/25	Martin Luther King Day
11/27/24	Thanksgiving	02/14/25	Lincoln's Birthday
11/28/24	Thanksgiving	02/17/25	Washington's Birthday
11/29/24	Thanksgiving	05/26/25	Memorial Day
12/24/24	Christmas	06/19/25	Juneteenth
12/25/24	Christmas		

Although the COE building is open to the public on Fridays from June 21, 2024 to August 09, 2024, limited DBS staff will be on site. Please email db-s-ft@cccoc.k12.ca.us if you are coming in the COE building during this period.