



CITIBANK PROCUREMENT CARD
FY 2018
CYCLE CUT OFF SCHEDULE

Billing Cycle FY 18	Transaction Activity/Statement		GCMS Online Due Date	Expense Report Due Date	FAMIS Pull Date	FAMIS POST DATE
	From Date	To Date				
Sept. 2017						
Oct. 2017	9/1/2017	10/3/2017	10/13/2017	10/18/2017	10/26/2017	10/27/2017
Nov. 2017	10/4/2017	11/3/2017	11/09/2017	11/15/2017	11/28/2017	11/29/2017
Dec. 2017	11/4/2017	12/1/2017	12/08/2017	12/14/2017	01/02/2018	01/03/2018
Jan. 2018	12/2/2017	1/3/2018	1/12/2018	1/18/2018	01/25/2018	01/26/2018
Feb. 2018	1/4/2018	2/2/2018	2/12/2018	2/19/2018	02/27/2018	02/28/2018
Mar. 2018	2/3/2018	3/2/2018	3/12/2018	3/19/2018	03/27/2018	03/28/2018
Apr. 2018	3/3/2018	4/3/2018	4/11/2018	4/18/2018	04/26/2018	04/27/2018
May. 2018	4/4/2018	5/3/2018	5/09/2018	5/16/2018	05/24/2018	05/25/2018
June. 2018	5/4/2018	6/1/2018	6/11/2018	6/18/2018	06/26/2018	06/27/2018
July. 2018	6/2/2018	7/3/2018	7/11/2018	7/18/2018	07/26/2018	07/27/2018
Aug. 2018	7/4/2018	8/3/2018	8/13/2018	8/20/2018	08/28/2018	8/29/2018
Aug-14 Year End	8/4/2018	8/31/2018	**TBD**	**TBD**	09/05/2018	09/06/2018

Cycles cut off on the 3rd unless it falls on the weekend, then the cycle will cut off on the previous business day.

Holiday schedule