

**UNCW PURCHASING CARD  
2009 - 2010**

<b>MONTHLY STATEMENT</b>	<b>BILLING CYCLE NAME</b>	<b>BILLING CYCLE DATES</b>	<b>MODIFICATION CUTOFF DATES</b>	<b>STATEMENTS AVAILABLE FOR PRINTING</b>	<b>STATEMENTS &amp; RECEIPTS DUE TO CARD ADMINISTRATOR</b>
August**	August	7/10 thru 8/9	8/18/2009	8/13/2009	August 24th
September	September	8/10 thru 9/9	9/18/2009	9/14/2009	September 25th
October	October	9/10 thru 10/9	10/20/2009	10/14/2009	October 23rd
November	November	10/10 thru 11/9	11/18/2009	11/12/2009	November 23rd
December	December	11/10 thru 12/9	12/18/2009	12/14/2009	December 23rd
January**	January	12/10 thru 1/8	1/19/2010	1/13/2010	January 25th
February	February	1/9 thru 2/9	2/18/2010	2/15/2010	February 22nd
March	March	2/10 thru 3/9	3/18/2010	3/15/2010	March 25th
April	April	3/10 thru 4/9	4/20/2010	4/14/2010	April 26th
May**	May	4/10 thru 5/9	5/18/2010	5/14/2010	May 24th
June	June	5/8 thru 6/9	6/18/2010	6/14/2010	June 24th
July	July	6/10 thru 7/9	7/20/2010	7/14/2010	July 26th

**\*\*Billing cycle ends the previous business day since cycle ends on weekend.**  
**NOTE: All statements are due to the Purchasing Card Administrator by 4:30 PM on the above dates. Unless otherwise approved, cards will be frozen until statement is received.**

All statements should be mailed to:  
 Rhonda Diggs  
 Purchasing Card Administrator  
 Box 5615

