

## 2024 P-Card Billing Cycle

This chart provides the P-Card schedule for the last day of the P-Card Billing cycle for each month, and the deadline for Transaction Verifications & Approvals.

Month	Billing Cycle Dates	Deadline for All Transaction Approvals in Workday
January	12/27/2023 – 1/25/2024	Monday, 2/5/2024
February	1/26/2024 – 2/26/2024	Wednesday, 3/6/2024
March	2/27/2024 – 3/25/2024	Wednesday, 4/3/2024
April	3/26/2024 – 4/25/2024	Monday, 5/6/2024
May	4/26/2024 – 5/28/2024	Thursday, 6/6/2024
June	5/29/2024 – 6/25/2024	Friday, 7/5/2024
July	6/26/2024 – 7/25/2024	Monday, 8/5/2024
August	7/26/2024 – 8/26/2024	Thursday, 9/5/2024
September	8/27/2024 – 9/25/2024	Friday, 10/4/2024
October	9/26/2024 – 10/25/2024	Tuesday, 11/5/2024
November	10/26/2024 - 11/25/2024	Friday, 12/6/2024
December	11/26/2024 – 12/26/2024	Tuesday, 1/7/2025