

## 2023 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.

<b>Month</b>	<b>Billing Cycle Dates</b>	<b>Deadline for All Transaction Approvals in Workday</b>
January	12/27/2022 – 1/25/2023	Friday, 2/3/2023
February	1/26/2023 – 2/27/2023	Wednesday, 3/8/2023
March	2/28/2023 – 3/27/2023	Wednesday, 4/5/2023
April	3/28/2023 – 4/25/2023	Thursday, 5/4/2023
May	4/26/2023 – 5/25/2023	Tuesday, 6/6/2023
June	5/26/2023 – 6/26/2023	Thursday, 7/6/2023
July	6/27/2023 – 7/25/2023	Thursday, 8/3/2023
August	7/26/2023 – 8/25/2023	Wednesday, 9/6/2023
September	8/26/2023 – 9/25/2023	Wednesday, 10/4/2023
October	9/26/2023 – 10/25/2023	Monday, 11/6/2023
November	10/26/2023 - 11/27/2023	Wednesday, 12/6/2023
December	11/28/2023 – 12/26/2023	Friday, 1/5/2024