

# Expenditure Transfer Request Deadlines

Posted Expenses	Transfer Request Submission Deadlines *
1 <sup>st</sup> QTR: July-September	Last business day in October
2 <sup>nd</sup> QTR: October-December	Last business day in January
3 <sup>rd</sup> QTR: January- March	Last business day in April
4 <sup>th</sup> QTR: April – June	Please refer to <a href="#">Year-End Dept Deadlines</a> on Accounting Services Website

\* Valid justification **must** be included with late submission requests

