

**Department of Technology, Management and Budget  
Financial Services - Information Technology Accounting and Finance Division**

**Vehicle & Travel Services Billing Schedule FY2016/17**

<b>Billing Month</b>	<b>Bill Period</b>	<b>First Bill Run</b>	<b>Final Bill Run/Close</b>	<b>Post To RSTARS</b>
			<b>Last Entry by Users</b>	
Oct-16	201701	11/01/16	11/14/16	11/15/16
Nov-16	201702	12/01/16	12/12/16	12/13/16
Dec-16	201703	01/03/17	01/12/17	01/13/17
Jan-17	201704	02/01/17	02/10/17	02/13/17
Feb-17	201705	03/01/17	03/10/17	03/13/17
Mar-17	201706	04/03/17	04/12/17	04/13/17
Apr-17	201707	05/01/17	05/10/17	05/11/17
May-17	201708	06/01/17	06/12/17	06/13/17
Jun-17	201709	07/03/17	07/13/17	07/14/17
Jul-17	201710	08/01/17	08/10/17	08/11/17
Aug-17	201711	09/01/17	09/13/17	09/14/17
Sep-17	201712	10/02/17	10/06/17	10/09/17

**Notes:**

- \* Mileage entries for current period must not be made after final bill run date.
- \* Fleet Commander motor pool charges will be posted one day prior to the above "Post to RSTARS" date.