

Vehicle & Travel Services Billing Schedule FY2011/12

Billing Month	Bill Period	First Bill Run	Final Bill Run/Close	Post To RSTARS
			Last Entry by Users	
Oct-11	201201	11/02/11	11/10/11	11/14/11
Nov-11	201202	12/02/11	12/12/11	12/13/11
Dec-11	201203	01/04/12	01/12/12	01/13/12
Jan-12	201204	02/02/12	02/10/12	02/13/12
Feb-12	201205	03/02/12	03/12/12	03/13/12
Mar-12	201206	04/03/12	04/11/12	04/12/12
Apr-12	201207	05/02/12	05/10/12	05/11/12
May-12	201208	06/04/12	06/12/12	06/13/12
Jun-12	201209	07/03/12	07/12/12	07/13/12
Jul-12	201210	08/02/12	08/10/12	08/13/12
Aug-12	201211	09/04/12	09/13/12	09/14/12
Sep-12	201212	09/27/12	10/05/12	10/08/12

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.