

The current schedule for **November** data is as follows:

- * Levels D & E Reoccurring Entries will be processed after Endowment Earnings from Asset Accounting are posted.
- * Monthly Employee Benefit (Level H) entries will post Monday, 11/30/2009.
- * All batch posting/processing for November needs to be completed by 5:00 PM on Monday, 11/30/2009.
- * Monthly Reoccurring Entries Levels A, FRRGRNT, B, F, G, T, X will be processed on Tuesday, 12/01/2009 & Wednesday, 12/02/2009.
- * November Financial Reports run Wednesday evening, 12/02/2009.
- * November report distribution – Thursday & Friday 12/03 & 12/04/2009.

Please contact me if you have any questions or problems concerning the information above.

Thank you,
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