

The current schedule for September 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 Wednesday, 09/30/2009.
- * All batch posting/processing for September needs to be completed by 5:00 PM on Wednesday, 09/30/2009.
- * Monthly Reoccurring Entries Levels A, FRRGRNT, B, F, G, T, X will be processed on Thursday, 10/01/2009 & Friday, 10/02/2009.
- * September Financial Reports run Friday evening, 10/02/2009.
- * September report distribution – Monday & Tuesday 10/05 & 10/06/2009.

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

Thank you,
Cindy Hickman
(8-3204) or (cmh3@lehigh.edu)