

Matt Blunt
Governor



Larry W. Schepker
Commissioner

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Thomas J. Sadowski
Director

MEMORANDUM

TO: State Agencies
FROM: OA/Accounting
DATE: December 11, 2008
RE: December 2008 Information

State offices will be closed Friday, December 26, 2008, by an executive order from the Governor; however, banks will be open. Checks dated for Monday, December 29, 2008, **will not** be released Wednesday, December 24, 2008. These checks will be released the morning of Monday, December 29, 2008.

The recurring payment job will run on Friday, December 19, 2008, instead of Tuesday, December 23, 2008, to allow time for processing.

If you have any questions, please contact OA/Accounting at (573) 751-2971.