

Jeremiah W. (Jay) Nixon
Governor



Kelvin L. Simmons
Commissioner

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Mark A. Kaiser
Director

MEMORANDUM

TO: State Agencies
FROM: OA/Accounting
DATE: November 5, 2009
RE: November 2009 Information

Due to state offices being closed November 26 and 27, the last day checks/EFTs will be processed for November 2009 is Tuesday, November 24. Checks processed Tuesday, November 24 will be dated Monday, November 30 and not released until Monday, November 30.

The recurring payment job will be run on Thursday, November 19, 2009.

Please notify all appropriate staff in your agency.