

# P CARD & T CARD BILLING CYCLE TIMELINE

This chart shows the P-card and T-card billing cycle dates for FY 2022 – FY 2023.

**Billing Cycle** - The date range for transactions posted to the managing account from which the invoice is based.

**Statement Available** - When statement is ready to print on Global Card Access.

**Allocate** - The last day charges can be reallocated in Bank of America.

**Download Complete Date** - The day the documents are downloaded into AASIS.

Billing Cycle	Statement is Available	Last Date to Re-Allocate charges	Download Complete Date
June 16 – July 15, 2022	July 16	July 21	July 25
July 16- Aug 15, 2022	Aug 16	Aug 19	Aug 24
Aug 16 – Sept 15, 2022	Sept 16	Sept 21	Sept 26
Sept 16 – Oct 14, 2022	Oct 16	Oct 21	Oct 24
Oct 15 – Nov 15, 2022	Nov 16	Nov 21	Nov 28
Nov 16 – Dec 15, 2022	Dec 16	Dec 21	Dec 27
Dec 16 – Jan 13, 2023	Jan 16	Jan 20	Jan 24
Jan 14 – Feb 15, 2023	Feb 16	Feb 21	Feb 24
Feb 16 – Mar 15, 2023	Mar 16	Mar 21	Mar 24
Mar 16 – April 14, 2023	Apr 16	Apr 21	Apr 24
April 15 – May 15, 2023	May 16	May 19	May 24
May 16 – June 15, 2023	June 16	June 21	June 26