



PROCARD BILLING CYCLE DATES FOR FY 2025-2026

Month	ProCard Cycle Start Date	ProCard Cycle End Date	CFS Reconciliation Window (7 business days)	Completed Reports Due (7 business days)
July 2025	6/11/2025	7/10/2025	7/14/2025 – 7/23/2025	8/4/2025
August 2025	7/11/2025	8/11/2025	8/12/2025 – 8/21/2025	9/2/2025
September 2025	8/12/2025	9/10/2025	9/11/2025 – 9/19/2025	9/30/2025
October 2025	9/11/2025	10/10/2025	10/13/2025 – 10/21/2025	10/30/2025
November 2025	10/11/2025	11/10/2025	11/12/2025 – 11/20/2025	12/3/2025
December 2025	11/11/2025	12/10/2025	12/11/2025 – 12/19/2025	1/8/2026
January 2026	12/11/2025	1/12/2026	1/13/2026 – 1/22/2026	2/2/2026
February 2026	1/13/2026	2/10/2026	2/11/2026 – 2/19/2026	3/2/2026
March 2026	2/11/2026	3/10/2026	3/11/2026 – 3/19/2026	3/30/2026
April 2026	3/11/2026	4/10/2026	4/13/2026 – 4/21/2026	4/30/2026
May 2026	4/11/2026	5/11/2026	5/12/2026 – 5/20/2026	6/2/2026
June 2026	5/12/2026	6/10/2026	6/11/2026 – 6/24/2026	7/8/2026