

**PASSPORT & ASSISTED LIVING
BILLING AND PAYMENT SCHEDULE
JULY 2022 - JUNE 2023**

MONTH OF SERVICE	ON-TIME BILLING DUE DATE BY 5:00 PM	ON-TIME PAYMENT FOR BILLING	LATE BILLING DUE DATE BY 5:00 PM	LATE PAYMENT FOR BILLING	NO BILLING ACCEPTED AFTER
Jul-2022	08/10/2022	08/31/2022	08/25/2022	09/09/2022	07/31/2023
Aug-2022	*9/9/2022	09/30/2022	*9/23/2022	10/14/2022	08/31/2023
Sep-2022	*10/11/2022	10/31/2022	10/25/2022	11/14/2022	09/29/2023
Oct-2022	11/10/2022	11/30/2022	11/25/2022	12/09/2022	10/31/2023
Nov-2022	*12/9/2022	12/30/2022	*12/23/2022	01/13/2023	11/30/2023
Dec-2022	01/10/2023	01/31/2023	01/25/2023	02/10/2023	12/29/2023
Jan-2023	02/10/2023	02/28/2023	*2/24/2023	03/10/2023	01/31/2024
Feb-2023	03/10/2023	03/31/2023	*3/24/2023	04/14/2023	02/29/2024
Mar-2023	04/10/2023	04/28/2023	04/25/2023	05/12/2023	03/29/2024
Apr-2023	05/10/2023	05/31/2023	05/25/2023	06/09/2023	04/30/2024
May-2023	*6/9/2023	06/30/2023	*06/23/2023	07/14/2023	05/31/2024
Jun-2023	07/10/2023	07/31/2023	07/25/2023	08/11/2023	06/28/2024

PLEASE NOTE:

- 1) ***Due date adjusted due to weekend/holiday**
- 2) **On-Time billing** submitted prior to the 26th of the current month **Cannot** be approved.
(Example: Services for January cannot be submitted until Jan 26th)
- 3) **On-time billing** of invoices **received between the 26th -10th of the following month**
Payment will be issued the last business day of the month
- 4) **Late billing** of invoices **received between the 11th - 25th**
Payment will be issued the 2nd Friday of the following month