

**PASSPORT & ASSISTED LIVING  
BILLING AND PAYMENT SCHEDULE  
JULY 2021 - JUNE 2022**

MONTH OF SERVICE	ON-TIME BILLING DUE DATE <b>BY 5:00 PM</b>	ON-TIME PAYMENT FOR BILLING	LATE BILLING DUE DATE <b>BY 5:00 PM</b>	LATE PAYMENT FOR BILLING	NO BILLING ACCEPTED AFTER
Jul-2021	08/10/2021	08/31/2021	08/25/2021	09/10/2021	<b>07/31/2022</b>
Aug-2021	09/10/2021	09/30/2021	<b>*9/24/2021</b>	10/08/2021	<b>08/31/2022</b>
Sep-2021	<b>*10/11/2021</b>	10/29/2021	10/25/2021	11/12/2021	<b>09/30/2022</b>
Oct-2021	11/10/2021	11/30/2021	<b>*11/24/2021</b>	12/10/2021	<b>10/30/2022</b>
Nov-2021	12/10/2021	12/31/2021	<b>*12/23/2021</b>	01/14/2022	<b>11/30/2022</b>
Dec-2021	01/10/2022	01/31/2022	01/25/2022	02/11/2022	<b>12/31/2022</b>
Jan-2022	02/10/2022	02/28/2022	02/25/2022	03/11/2022	<b>01/29/2023</b>
Feb-2022	03/10/2022	03/31/2022	03/25/2022	04/08/2022	<b>02/26/2023</b>
Mar-2022	<b>*4/11/2022</b>	04/29/2022	04/25/2022	05/13/2022	<b>03/31/2023</b>
Apr-2022	05/10/2022	05/31/2022	05/25/2022	06/10/2022	<b>04/30/2023</b>
May-2022	06/10/2022	06/30/2022	<b>*06/24/2022</b>	07/08/2022	<b>05/28/2023</b>
Jun-2022	<b>*7/11/2022</b>	07/29/2022	07/25/2022	08/12/2022	<b>06/30/2023</b>

**PLEASE NOTE:**

- 1) **\*Due date adjusted to accommodate for the weekend/holiday**
- 2) **On-Time Invoices** 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 submission** of invoices **received between the 26th -10th of the following month**  
Payment will be issued the last business day of the month
- 4) **Late submission** of invoices **received between the 11th - 25th**  
Payment will be issued the 2nd Friday of the following month