SHARP Customer Service Center

- SHARP Messages -

SHARP Message #570

DATE:	12/23/03
AUTHOR:	
SUBJECT:	Paycheck error in 'C' Off-cycle

MESSAGE TEXT:

Due to an error, the paychecks created in the 'C' off-cycle processed on Monday, 12/22/03 were assigned a check date of Friday, December 26, 2003. Accounts and Reports Informational Circular No. 04-P-017, issued November 18, 2003, indicated the paychecks for this off-cycle would be dated December 24, 2003. However, the paychecks were actually dated December 26, 2003. While December 26, 2003 is a designated state holiday it is not a banking holiday and direct deposit transactions for this off-cycle will be available in employee accounts on December 26, 2003. The accounting transactions to liquidate the encumbrances created from this off-cycle will be processed in STARS in the nightly batch cycle on Wednesday, December 24, 2003.

We apologize for any inconvenience caused by this error.

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