



Cornell University
Student Assembly
Finance Commission

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SAFC Fall 2013 Calendar and Deadlines

August 26 Monday	Budget application available	8:00 am	Online
September 4 Wednesday	Electronic Budget Help Session	4:30 – 5:30 pm	B7 Upson Computer Lab
September 5 Thursday	Electronic Budget Help Session	4:30 – 5:30 pm	B7 Upson Computer Lab
September 10 Tuesday	Commissioner Office Hours	9:00 – 4:00 pm	Loft 2 WSH
September 10 Tuesday	Semester budget application due	4:00 pm	Online
September 11 Wednesday	Supporting documents due	4:00 pm	520 Willard Straight
September 23 Monday	Preliminary determinations released	10:00 am	Online
September 24 Tuesday	Deadline to sign up for hearings	4:00 pm	520 Willard Straight
September 25 & 26	Budget Hearings	5:00 – 7:00 pm	701 Clark Hall
September 30 Monday	Allocations released by e-mail		
October 2 & 3	Commissioner Office Hours Commissioners will be available daily to answer questions about your allocations	4:30-5:30 pm	Loft 2 WSH
November 15 Friday	Special requests due Special projects, category transfers, and special cancellations Direct payment authorization for durable goods and publications	4:00 pm	520 Willard Straight
December 9 Monday	Payment requests due	4:00 pm	520 Willard Straight

Important note for presidents or treasurers:

Submit completed financial reimbursement or payment forms within 30 days of expenditure.
A payment takes 3-4 weeks to process and incomplete information will result in a delay of payment.