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REMINDER - 2007 SUMMER PAYROLL DELIVERY SCHEDULE

This is to inform you that during the summer (July 12, 2007 through August 23, 2007) the **H & Z-Bank Administrative Payrolls** are scheduled for delivery directly to the former regional offices, which would include the new ISC's. You may access a **ROC Manager's Directory** including addresses and personnel contacts by [clicking here](#).

Deliveries will include both pay checks and pay stubs (for those enrolled in direct deposit). The payroll will only be available for distribution at the former regional offices on the pay dates listed below. The following day they will be sent to their respective ISC's and held there for distribution until pick up scheduled for August 29, 2007. They will then be subsequently redistributed to the locations indicated on the checks and stubs with the first school payroll scheduled on September 6, 2007.

Please do not return any checks or stubs for redistribution before August 29, 2007.

Following is the schedule of all H & Z-Bank Administrative Payrolls for the summer, which will be delivered to the former regional offices.

As noted below, for **E and Q-Bank Payrolls**, there will be additional deliveries to open schools from July 12 through August 8 as follows:

Date	Bank	Location
June 28	E Bank (miscellaneous payments for school aides)	Former regional offices and Schools
	H & Z Bank (available only today June 28 – if not picked up by the employee checks and stubs will be picked up by the Courier on June 29 and will be available again at the ISC's on 7/5/06)	Former regional offices and Schools
July 2	Q744 (miscellaneous payments for Paras)	Former regional offices

July 12	E & Q (payments for all summer employees)	Former regional offices and open schools
	H & Z Bank	Former regional offices
July 26	E & Q (payments for all summer employees)	Former regional offices and open schools
	H & Z Bank	Former regional offices
August 8	E & Q (payments for all summer employees)	Former regional offices and open schools
August 9	H & Z Bank	Former regional offices
August 23	E & Q (payments for all summer employees)	Former regional offices
	H & Z Bank	Former regional offices

Any questions regarding this payroll schedule should be directed to:

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