A “Goods/Services Rec’d Date” field has been added to the DV and PREQ eDocs to facilitate the collection of accounts payable liability information for the fiscal year ending on June 30, 2014. The accounts payable liability includes amounts owed by the University for goods or services received on or before June 30, 2014.

The “Goods/Services Rec’d Date” field will be a required field during the months of July and August. GALC will work with the data collected to assist with the determination of the accounts payable liability. This new process should reduce the need to submit accounts payable JV worksheets because all FY 2014 liabilities paid by July 31, 2014 will be captured through normal KFS processing.

Please see the attached instruction for guidance on the appropriate date to enter in the “Goods/Services Rec’d Date” field.

Reminder: Only invoices PAID by Disbursing by July 31, 2014 will be centrally captured for accounts payable recording. Accounts payable invoices greater than $10,000, paid after July 31, 2014 will need to be submitted to GALC via year end JV worksheet L-11 Accounts Payable Not Paid by 07-31-2014.

Thank you for your cooperation!

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