

**SAN DIEGO WORKFORCE PARTNERSHIP, INC.**  
**3910 University Avenue, Suite 400**  
**San Diego, CA 92105**  
**(619) 228-2900**

<b>INFORMATIONAL ISSUANCE</b>
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**INFORMATIONAL ISSUANCE NO. 174**

**DATE:** November 4, 2015

**TO:** Adult & Youth Program Service Providers  
One-Stop Career Center Operators

**FROM:** Gina Charest  
Chief Financial Officer

**SUBJECT: HOLIDAY PAYMENT SCHEDULE OF CONTRACTORS INVOICES  
FOR NOVEMBER & DECEMBER 2015**

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The purpose of this issuance is to inform all San Diego Workforce Partnership service providers of the changes in the invoice payment schedule due to the upcoming holidays in November and December 2015. The following are the changes:

<u>Scheduled Payment Date</u>	<u>Holiday Payment Schedule</u>
Friday, November 27, 2015	Wednesday, November 25, 2015
Friday, December 25, 2015	Wednesday, December 23, 2015
Friday, January 1, 2016	Friday, January 8, 2016

If you have any questions regarding this issuance, please contact your Program Specialist at (619) 228-2900.

**Attachments**

None

cc: Workforce Partnership Internal Distribution List  
Davis Farr, LLC  
Simpson & Simpson, CPA's