



South Central Los Angeles
Regional Center
for persons with developmental disabilities, inc.

MEMO

To: Vendor Community
From: Yolanda Perez, Fiscal Services Manager
Subject: POS Payment Schedule
Date: February 28, 2025
CC: Dexter Henderson, Kyla Lee, Jesse Rocha, Jenice Turner, Cesar Garcia,
Cherylle Mallinson, Kiara Lopez

Hello Vendor Community,

SCLARC will continue to process two POS check runs per month. **Vendors must submit their invoices by the 3rd of the month to ensure payment on the 10th.** Please note that if your invoices are not submitted by end of the day on the 3rd, they will not be paid on the 10th. Invoices received between the 4th and the 21st will be paid on the check run at the end of the month. Please see the payment schedule below.

Calendar Year 2025 Vendor Payment Schedule

Month	Invoices Submitted by the 3 rd will be paid on the following dates below:	Invoices submitted between the 4 th and 21 st will be paid on the following dates below:
January	01/10/2025	01/27/2025
February	02/10/2025	02/28/2025
March	03/10/2025	03/28/2025
April	04/10/2025	04/25/2025
May	05/09/2025	05/28/2025
June	06/10/2025	06/26/2025 Submit invoices by 06/19/25
July	07/10/2025	07/25/2025
August	08/08/2025	08/27/2025
September	09/10/2025	09/26/2025
October	10/10/2025	10/27/2025
November	11/10/2025	11/28/2025
December	12/10/2025	12/24/2025 Submit invoices by 12/18/25

***Note: June Invoices should be submitted by end of day the 19th to receive payment on 6/26/25. December Invoices should be submitted by end of day the 18th to receive payment on 12/24/25.**