

DATE: March 9, 2018
TO: Campus Employees
FROM: Steven Yim, University Controller
SUBJECT: March 2018 Distribution of Payroll Warrant/Direct Deposit Advice

The campus will be closed on Friday, March 30, 2018, in observance of Cesar Chavez Day.

To accommodate employees wishing to receive their March 2018 payroll warrant/direct deposit advice on Friday, March 30, 2018, Financial Services will be open from 8:00 a.m. to 10:00 a.m. in the College Park Building, Suite 301. For identification purposes, please bring your Titan Card or other picture I.D. and have your Campus Wide I.D. (CWID). Payroll warrants or deposit advices will **NOT** be released without proper I.D.

All other payroll warrants and deposit advices not picked up on Friday, March 30th will be available for pick up by your department's designee (Warrant Coordinator) on Monday, April 2, 2018 and released as per the normal process.

Please note that direct deposit funds may not be available until the scheduled direct deposit posting date, which is April 2, 2018. Please check with your financial institution to be certain when these direct deposit funds will be made available to you.

For additional information or any questions, please send an email to: DL-PayDistribution@fullerton.edu.

cc: Susan Smith, Payroll Manager