



The Following Article
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2010 Summer Payroll Delivery Schedule

The Division of Financial Operations (DFO) would like to inform you that during the summer (**July 8, 2010 through August 19, 2010**) the **H & Z-Bank Administrative Payrolls**, which include both pay checks and pay stubs (for those enrolled in direct deposit), are scheduled for delivery to the location's indicated on the chart below. They will be distributed on the Thursday of delivery and that Friday, the following Monday any undistributed payroll will be returned to the Payroll Check Management Office where they will be held for redistribution with the first school payroll on September 2, 2010.

Any questions regarding this payroll schedule should be directed to:

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CSD	LOCATION
7,9, 10	1 FORDHAM PLAZA, BRONX, Room 826
8, 11, 12	3450 EAST TREMONT AVENUE, BRONX, Room 202
25, 26, 28, 29	30-48 LINDEN PLACE, QUEENS, 5 th Floor
24, 30	28-11 QUEENS PLAZA NORTH, QUEENS, 5th Floor
27	82-01 ROCKAWAY BLVD., QUEENS, Room 302
17, 18, 22	5619 FLATLANDS AVENUE, BROOKLYN, 2 nd Floor
20, 21	415 89 TH STREET, BROOKLYN, 5 th Floor
31	715 OCEAN TERRACE, S.I., Room 324
13, 14, 15, 16, 19, 23 & 32	131 LIVINGSTON STREET, BROOKLYN, Room 505
1, 2, 3, 4, 5, 6	333 SEVENTH AVENUE, MANHATTAN, 8 th Floor

School based administrative staff assigned to Districts 75 and 79 will have their summer checks and pay stubs delivered to the CSD (per the chart above) in which their assigned school is located.

The chart below indicates additional deliveries of **E and Q-Bank Payrolls** to open schools from July 8 through August 5 as follows:

Date	Bank	Location
June 30	Q744 (miscellaneous payments for Paras)	Will be mailed to employees
July 8	Q (payments for some summer employees) H & Z Bank	Locations listed and open schools Locations listed
July 22	E & Q (payments for all summer employees) H & Z Bank	Locations listed and open schools Locations listed
August 5	E & Q (payments for all summer employees) H & Z Bank	Locations listed and open schools Locations listed
August 19	E & Q (payments for all summer employees) H & Z Bank	Locations listed Locations listed