

**Timetable of Cut Off Dates for the Submission of Summary Returns of Subsidised Use**  
**The Financial Year 2003/2004**

	<b><u>SUMMER TERM</u></b>		<b><u>AUTUMN TERM</u></b>		<b><u>SPRING TERM</u></b>	
<b>Period Ending</b>	23 <sup>rd</sup> May 2003	19 <sup>th</sup> July 2003	24 <sup>th</sup> Oct 2003	19 <sup>th</sup> Dec 2003	13 <sup>th</sup> Feb 2004	2 <sup>nd</sup> April 2004
<b>Submit By</b>	13 <sup>th</sup> June 2003	12 <sup>th</sup> Sept 2003	7 <sup>th</sup> Nov 2003	16 <sup>th</sup> Jan 2004	5 <sup>th</sup> Mar 2004	16 <sup>th</sup> April 2004
<b>Payment Processed</b>	27 <sup>th</sup> June 2003	26 <sup>th</sup> Sept 2003	21 <sup>st</sup> Nov 2003	23 <sup>rd</sup> Jan 2004	26 <sup>th</sup> Mar 2004	30 <sup>th</sup> April 2004

**NOTE :** Payments will be processed by the date shown and appear on the subsequent Budget Control Report.

Lettings Returns should be sent for processing to : Room 19 Central Admin.  
 Education Department,  
 County Hall,  
 Norwich.  
 NR1 2DL