

Club and Society Payment Runs – 24/25

The following deadlines apply to Club and Society claims forms and PO request. Please ensure PO Requests are raised as early as possible to ensure we can pay it in the run closest to the invoice payment deadline.

The following deadlines are for the submission of your paperwork, anything received after this deadline is not guaranteed to be included in that weeks payment run and may be delayed to the next available run.

Payment runs may be subject to last minute change due to unforeseen circumstances, but this will be communicated to you by the Student Opportunities Team.

Paperwork Submission Deadline – 12pm on the following Fridays:	Payment processed to be received on the following dates:
17/01/25	23/01/25
31/01/25	06/02/25
14/02/25	20/02/25
28/02/25	06/03/25
14/03/25	20/03/25
28/03/25	03/04/25
11/04/25	17/04/25
25/04/25	01/05/25
09/05/25	15/05/25
23/05/25	29/05/25
06/06/25	12/06/25
20/06/25	26/06/25

If you have any questions please contact the team at suclubs@bournemouth.ac.uk