



Claiming Deadlines

This chart outlines the Child Nutrition Program (CNP) claiming deadlines.

CNP operators must submit claims within 60 calendar days of the last day of the claim month to receive reimbursement. Claims may be submitted as soon as the 1st of the month following the claim month. As a best practice, the Arizona Department of Education encourages operators to submit claims by the 10th. In cases where a deadline falls on a Saturday, Sunday, or Federal Holiday, the due date is the next business day.

	BEST PRACTICE	60-DAY DEADLINE
JANUARY	February 1-10	April 1; March 31 in Leap Years
FEBRUARY	March 1-10	April 29
MARCH	April 1-10	May 30
APRIL	May 1-10	June 29
MAY	June 1-10	July 30
JUNE	July 1-10	August 29
JULY	August 1-10	September 29
AUGUST	September 1-10	October 30
SEPTEMBER	October 1-10	November 29
OCTOBER	November 1-10	December 30
NOVEMBER	December 1-10	January 29
DECEMBER	January 1-10	March 1*

*The 60-day deadline for December is February 29th in leap years.