DEPARTMENT OF THE TREASURY
FINANCIAL MANAGEMENT SERVICE
P.O. BOX 51318
PHILADELPHIA, PA 19115-6318

To All Federal Agencies For
Which Financial Services Are
Provided By The Philadelphia
Financial Center (PFC)

Management Letter No. 10-02
December 20, 2010

The purpose of this memo is to outline the Philadelphia Financial Center's (PFC) schedule for the upcoming holiday season. First, due to Christmas Day falling on Saturday this year, all federal agencies will be closed on Friday, December 24, 2010 in observance of the holiday.

Therefore, all files and certifications received prior to the normal 5:30 PM cutoff time on Thursday, December 23, 2010 will be processed and dated for Monday, December 27, 2010. All files and certifications received after the normal 5:30 PM cutoff time on Thursday, December 23, 2010 will be processed and dated for Tuesday, December 28, 2010.

All Fedwire Payments, also known as Same Day Payment Request in SPS, received prior to the normal cutoff time of 5:30 PM for domestic payments and 4:30 PM for international payments on Thursday, December 23, 2010 will be processed for that day. No payments will be issued on the observed holiday, Friday, December 24, 2010. Normal processing will resume on Monday, December 27, 2010.

Finally, due to New Years Day falling on Saturday this year, all federal agencies will be closed on Friday, December 31, 2010 in observance of the holiday. Therefore, all files and certifications received prior to the normal 5:30 PM cutoff time on Thursday, December 30, 2010 will be processed and dated for Monday, January 3, 2011. All files and certifications received after the normal cutoff time on Thursday, December 30, 2010 will be processed on Monday, January 3, 2011 using the payment date of Tuesday January 4, 2011.

All Fedwire Payments, also known as Same Day Payment Request in SPS, received prior to the normal cutoff time of 5:30 PM for domestic payments and 4:30 PM for international payments on Thursday, December 30, 2010 will be processed for that day. No payments will be issued on the observed holiday, Friday, December 31, 2010. Normal processing will resume on Monday, January 3, 2011.

Please take these timeframes into careful consideration as you plan your payment activity throughout this holiday season. We also would like to take the time to wish all of you a very happy and safe holiday season and look forward to working with you in 2011.

If you have any questions or concerns with the above, please direct all inquiries to Mr. Philip J. Tropea, Manager, Electronic Operations Branch. Mr. Tropea can be reached at 215-516-8067. As always, the Philadelphia Financial Center SPS Help Desk will also be available to assist you. The SPS Help Desk number is 215-516-8034.

Sincerely,

Elizabeth A. Belinsky

Elizabeth A. Belinsky
Regional Director
Philadelphia Financial Center