



## CHECK CUTTING SCHEDULE

The Community Foundation of Herkimer & Oneida Counties, Inc.  
2608 Genesee Street, Utica, NY 13502 | 315-735-8212 | [foundationhoc.org](http://foundationhoc.org)  
**Engage. Invest. Lead.**

### Check Cutting

Community Foundation checks are prepared weekly, usually on Wednesdays. This schedule may change to accommodate holidays. For example, during weeks with a holiday observed on Mondays, checks are typically cut on Thursday.

Since our schedule is subject to change, please verify check-cutting dates for a particular week by emailing [info@foundationhoc.org](mailto:info@foundationhoc.org).

### Requesting a Distribution

To ensure inclusion in the following week's check run, please request a distribution by end of business on Friday.