



# IMPORTANT VENDOR NOTICE

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VMRC's NEW FISCAL YEAR BEGINS JULY 1, 2024.

Part of the DDS year-end process requires VMRC to generate *replacement authorizations* reflecting the new fiscal year authorization number beginning with '25'. These will be created after we complete our year end closing 6/30/2024. Authorization images and the ability to create excel spreadsheets will be available in Provider Connect Vendor Portal sometime during the first week of July-2024. This may take several days due to the volume. All pending POS Requests starting July 1<sup>st</sup> or after will be processed during July.

Please note that all existing authorized services for 2023-2024 fiscal year remain unchanged.

Any remaining balances on a "total" purchase will be carried over into the new fiscal year *after* billing has been submitted for all services and payments issued. Please note: late billings delay authorization maintenance/invoices.

July invoices will reflect the new '25' authorization numbers. Email notification will be sent to vendors during the week of 7/22/2024 as to when invoices are available in eBilling.

Please refer to the 2024-2025 Invoice & Check Schedule, POS Staff Directory for invoice processing by Vendor Alpha which includes our department email address. This information will also be posted on our website and eBilling System.

Please feel free to contact us with any questions or concerns. Providing your vendor number is greatly appreciated for researching your inquiries.

Thank you,  
VMRC Fiscal – POS Department  
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