

.03 Prorating Income - Received Quarterly

Income received, or anticipated to be received, once every three months is considered quarterly income. This includes income scheduled to be paid on a quarterly pay cycle, regardless of the date received.

Key QR in the FREQ field on **EAIC** or **UNIC** when the income is received quarterly.

AZTECS prorates the income keyed by dividing the quarterly amount by 3.