

**TeamWorks Financial System
FY 2014 CLOSE SCHEDULE**

TeamWorks Period	Month	Close Date
1	July	Friday 8/16/2013
2	August	Friday 08/30/2013
3	September (Federal Year End close) (1st Quarter End)	Close I - Friday 10/04/2013 Close II - Friday 10/11/2013 (For the following selected agencies DCH, DHS, DBHDD, and DPH)
4	October	Thursday 10/31/2013
5	November	Monday 12/02/2013
6	December (2nd Quarter End)	Friday 01/10/2014
7	January	Friday 01/31/2014
8	February	Friday 02/28/2014
9	March (3rd Quarter End)	Friday 04/11/2014
10	April	Wednesday 04/30/2014
11	May	Friday 05/30/2014
12	June (State Year End close) (4th Quarter End)	Friday 7/11/2014 System will be unavailable beginning Friday (at 7:00 pm) Thru Monday 7/14/2014 (at 7:00 am)
998*	Adjustment Period	Close I - Monday 07/14/2014 (at 7:00 am) thru Friday 07/18/2014 (at 6:59 pm) Close II - Monday 07/14/2014 (at 7:00 am) thru Friday 08/01/2014 (at 6:59 pm) (For the following selected agencies DCH, DHS, DBHDD, DPH, SHBP, DOE, and GDOT)
999	Year-End Close Processing	Close I - Friday 07/18/2014 (at 7:00 pm) thru Monday 07/21/2014 (at 7:00 am) Close II - Friday 08/01/2014 (at 7:00pm) thru Monday 08/04/2014 (at 7:00 am)

***TeamWorks has a period "998" which is used for adjusting entries. After the adjusting entries are made in 998, the year-end close period "999" is processed to create beginning balances for the new fiscal year.**