

**TeamWorks Financials  
FY 2023 CLOSE SCHEDULE**

TeamWorks Accounting Period	Month	Close Date
1	July	Friday 08/12/2022 <b>(Periods 1 &amp; 2 will be opened from 08/01 to 08/12)</b>
2	August	Wednesday 08/31/2022
3	September (Federal Year End close) (1st Quarter End)	Friday 10/14/2022 <b>(Periods 3 &amp; 4 will be opened from 10/01 to 10/14)</b>
4	October	Monday 10/31/2022
5	November	Wednesday 11/30/2022
6	December (2nd Quarter End)	Friday 01/13/2023 <b>(Periods 6 &amp; 7 will be opened from 01/01 to 01/13)</b>
7	January	Tuesday 01/31/2023
8	February	Tuesday 02/28/2023
9	March (3rd Quarter End)	Friday 04/14/2023 <b>(Periods 9 &amp; 10 will be opened from 04/01 to 04/14)</b>
10	April	Friday 04/28/2023
11	May	Wednesday 05/31/2023
12	June (State Year End close) (4th Quarter End)	Saturday 07/15/2023 <b>(Periods 12 &amp; 01 will be opened from 07/01 to 07/14) System will be unavailable beginning Friday 7/14/23 (at 7:00 pm) Thru Monday 7/17/2023 (at 7:00 am)</b>
998*	<b>Adjustment Period</b>	<b>Close I</b> - Monday 07/17/2023 (at 7:00 am) thru Friday 07/21/2023 (at 6:59 pm) <b>Close II</b> - Monday 07/17/2023 (at 7:00 am) thru Friday 08/04/2023 (at 6:59 pm) For the following selected agencies <b>DCH, DHS, DBHDD, DPH, SHBP, DOL, DOE, and SRTA.</b>
999**	<b>Year-End Close Processing</b>	<b>Close I</b> - Friday 07/21/2023 (at 7:00 pm) thru Monday 07/24/2023 (at 6:59 am) <b>Close II</b> - Friday 08/04/2023 (at 7:00pm) thru Monday 08/07/2023 (at 6:59 am) For the following selected agencies <b>DCH, DHS, DBHDD, DPH, SHBP, DOL, DOE, and SRTA.</b>

\* 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.

\*\* TeamWorks Financials will be unavailable at 7:00 pm on the date specified within the table.