

**TeamWorks Financials
FY 2025 CLOSE SCHEDULE**

TeamWorks Accounting Period	Month	Close Date
1	July	Friday 08/09/2024 (Periods 1 & 2 will be opened from 08/01 to 08/09)
2	August	Friday 08/30/2024
3	September (Federal Year End close) (1st Quarter End)	Friday 10/11/2024 (Periods 3 & 4 will be opened from 10/01 to 10/11)
4	October	Thursday 10/31/2024
5	November	Friday 11/29/2024
6	December (2nd Quarter End)	Friday 01/10/2025 (Periods 6 & 7 will be opened from 01/01 to 01/10)
7	January	Friday 01/31/2025
8	February	Friday 02/28/2025
9	March (3rd Quarter End)	Friday 04/11/2025 (Periods 9 & 10 will be opened from 04/01 to 04/11)
10	April	Wednesday 04/30/2025
11	May	Friday 05/30/2025
12	June (State Year End close) (4th Quarter End)	Saturday 07/12/2025 (Periods 12 & 01 will be opened from 07/01 to 07/11) System will be unavailable beginning Friday 7/11/2025 (at 7:00 pm) Thru Monday 7/14/2025 (at 7:00 am)
998*	Adjustment Period	Close I - Monday 07/14/2025 (at 7:00 am) thru Friday 07/18/2025 (at 6:59 pm) Close II - Monday 07/14/2025 (at 7:00 am) thru Friday 08/01/2025 (at 6:59 pm) For the following selected agencies DCH, DHS, DBHDD, DPH, GVRA, DOL, DOE, GFPE, SHBP, and SRTA.
999**	Year-End Close Processing	Close I - Friday 07/18/2025 (at 7:00 pm) thru Monday 07/21/2025 (at 6:59 am) Close II - Friday 08/01/2025 (at 7:00pm) thru Monday 08/04/2025 (at 6:59 am) For the following selected agencies DCH, DHS, DBHDD, DPH, GVRA, DOL, DOE, GFPE, SHBP, and SRTA.

* 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.