

**TeamWorks Financials
FY 2022 CLOSE SCHEDULE**

TeamWorks Accounting Period	Month	Close Date
1	July	Friday 08/13/2021 (Periods 1 & 2 will be opened from 08/01 to 08/13)
2	August	Tuesday 08/31/2021
3	September (Federal Year End close) (1st Quarter End)	Friday 10/15/2021 (Periods 3 & 4 will be opened from 10/01 to 10/15)
4	October	Friday 10/29/2021
5	November	Tuesday 11/30/2021
6	December (2nd Quarter End)	Friday 01/14/2022 (Periods 6 & 7 will be opened from 01/01 to 01/14)
7	January	Monday 01/31/2022
8	February	Monday 02/28/2022
9	March (3rd Quarter End)	Friday 04/15/2022 (Periods 9 & 10 will be opened from 04/01 to 04/15)
10	April	Friday 04/29/2022
11	May	Tuesday 05/31/2022
12	June (State Year End close) (4th Quarter End)	Saturday 07/16/2022 (Periods 12 & 01 will be opened from 07/01 to 07/15) System will be unavailable beginning Friday 7/15/22 (at 7:00 pm) Thru Monday 7/18/2022 (at 7:00 am)
998*	Adjustment Period	Close I - Monday 07/18/2022 (at 7:00 am) thru Friday 07/22/2022 (at 6:59 pm) Close II - Monday 07/18/2022 (at 7:00 am) thru Friday 08/05/2022 (at 6:59 pm) For the following selected agencies DCH, DHS, DBHDD, DPH, SHBP, DOL, DOE, and SRTA.
999**	Year-End Close Processing	Close I - Friday 07/22/2022 (at 7:00 pm) thru Monday 07/25/2022 (at 6:59 am) Close II - Friday 08/05/2021 (at 7:00pm) thru Monday 08/08/2022 (at 6:59 am) For the following selected agencies DCH, DHS, DBHDD, DPH, SHBP, DOL, DOE, 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.