

**TeamWorks Financials
FY 2017 CLOSE SCHEDULE**

| TeamWorks Accounting Period | Month | Close Date |
|-----------------------------|--|--|
| 1 | July | Friday 08/12/2016 (Periods 1 & 2 will be opened from 08/01 to 08/12) |
| 2 | August | Wednesday 08/31/2016 |
| 3 | September (Federal Year End close) (1st Quarter End) | Friday 10/14/2016 (Periods 3 & 4 will be opened from 10/01 to 10/14) |
| 4 | October | Monday 10/31/2016 |
| 5 | November | Wednesday 11/30/2016 |
| 6 | December (2nd Quarter End) | Friday 01/13/2017 (Periods 6 & 7 will be opened from 01/01 to 01/13) |
| 7 | January | Tuesday 01/31/2017 |
| 8 | February | Tuesday 02/28/2017 |
| 9 | March (3rd Quarter End) | Friday 04/14/2017 (Periods 9 & 10 will be opened from 04/01 to 04/14) |
| 10 | April | Friday 04/28/2017 |
| 11 | May | Wednesday 05/31/2017 |
| 12 | June (State Year End close) (4th Quarter End) | Friday 07/14/2017 (Periods 12 & 01 will be opened from 07/01 to 07/14) System will be unavailable beginning Friday (at 7:00 pm) Thru Monday 7/17/2017 (at 7:00 am) |
| 998* | Adjustment Period | Close I - Monday 07/17/2017 (at 7:00 am) thru Friday 07/21/2017 (at 6:59 pm) Close II - Monday 07/17/2017 (at 7:00 am) thru Friday 08/04/2017 (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 07/21/2017 (at 7:00 pm) thru Monday 07/24/2017 (at 6:59 am) Close II - Friday 08/04/2017 (at 7:00pm) thru Monday 08/07/2017 (at 6:59 am) For the following selected agencies DCH, DHS, DBHDD, DPH, SHBP, DOE, and GDOT |

* 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.