

Close Dates for FY18 – Please be sure to have your documents and end-of-month processing complete by the last date noted for each month. With periods being closed, the system will now provide date messages that may prevent saving of your document. Please note that there is a Tip Sheet titled, “What to do if you get a closed period message”, on the GEARS site under the “general” heading.

<u>MONTH</u>	<u>LAST POSTING DATE</u>
July	September 18
August	September 18
September	October 16
October	November 15
November	December 15
December	January 16
January	February 15
February	March 15
March	April 16
April	May 15
May	June 15
June	Please follow deadlines that will be published in the year-end schedule.