

June 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
	- First day invoice pmts will receive an error requiring payment terms to be changed to "Pay Immediately"	SCEIS team begins sending out a list of open travel vouchers to agencies				- Last day for agencies to establish cut-off date for travel
28	29	30 - 1:00 p.m. approval process must be complete for HR Travel - Last day of FY2015				

July 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Independence Day
5	6	7	8 - A/R and Revenue close for Period 12	9	10 - Last day to enter leave for FY 15	11
12	13	14 - A/P Transactions closed (will be rejected after today) - Last day to enter Period 12, FY 15 transactions - Last day to enter transactions to transfer balances for Zero-Balance Clearing Funds	15	16 - Last day to process Use Tax via IDT	17	18
19	20	21	22	23	24 - 5:00 p.m. deadline for all parked docs to be processed or deleted - Last day for entering correcting J/E's for Period 13 FY 15 - Last day for posting transactions that would impact carryforwards	25
26	27 - 1st day Period 14 open for audit adjustments for inclusion in CAFR	28	29	30	31 - Deadline for processing payroll payments to terminated employees for FY 15 - Earmarked, Restricted, and Federal Fund Appropriations will lapse	

August 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14 - Last day for posting Period 01 FY 16 transactions	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2015

September 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15 - Last day Period 14 open for audit adjustment postings for inclusion in CAFR	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31