

### General Ledger Closing Schedule

Month	Journal Entry & Payroll Adjustment Due Date	Departmental Chargebacks Due Date	Year End Final Review Journal Entries Due	G/L Close
December-16	01/03/17	01/05/17		01/09/17
January-17	01/31/17	02/02/17		02/07/17
February-17	02/28/17	03/02/17		03/07/17
March-17	03/31/17	04/04/17		04/07/17
April-17	05/01/17	05/02/17		05/11/17
May-17	05/31/17	06/02/17		06/08/17
	Pay Adjs 6/30/2017			
June-17	Journals 7/5/2017	07/05/17	07/07/17	07/12/17
July-17	07/31/17	08/02/17		08/07/17
August-17	08/31/17	09/05/17		09/05/17
September-17	10/02/17	10/03/17		10/12/17
October-17	10/31/17	11/02/17		11/09/17
November-17	11/30/17	12/04/17		12/07/17
December-17	01/02/18	01/03/18		01/08/18
January-18	01/31/18	02/02/18		02/07/18
February-18	02/28/18	03/02/18		03/07/18
March-18	03/30/18	04/03/18		04/12/18
April-18	04/30/18	05/02/18		05/10/18
May-18	05/31/18	06/04/18		06/07/18
	Pay Adjs 6/29/2018			
June-18	Journals 7/3/2018	07/03/18	07/06/18	07/11/18
July-18	07/31/18	08/02/18		08/07/18
August-18	08/31/18	09/05/18		09/10/18
September-18	10/01/18	10/02/18		10/11/18
October-18	10/31/18	11/02/18		11/08/18
November-18	11/30/18	12/04/18		12/07/18
December-18	01/02/19	01/03/19		01/08/19