

General Ledger Closing Schedule

Month	Journal Entry &		G/L Close
	Payroll Adjustment Due Date	Departmental Chargebacks Due Date	
December-14	01/02/15	01/06/15	01/09/15
January-15	01/30/15	02/03/15	02/06/15
February-15	02/27/15	03/03/15	03/06/15
March-15	03/31/15	04/02/15	04/07/15
April-15	04/30/15	05/04/15	05/07/15
May-15	05/29/15	06/02/15	06/11/15
June-15	06/30/15	07/02/15	07/09/15
July-15	07/31/15	08/04/15	08/07/15
August-15	08/31/15	09/02/15	09/08/15
September-15	09/30/15	10/02/15	10/07/15
October-15	10/30/15	11/03/15	11/12/15
November-15	11/30/15	12/02/15	12/10/15
December-15	01/04/16	01/05/16	01/08/16