

The University of Montana – Business Services/Information Systems Support
Month-end Deadlines for Fiscal Period Closings
(July 1, 2009 - June 30, 2010)

FISCAL YEAR 2010	Fiscal Periods											
	JUL 01	AUG 02	SEP 03	OCT 04	NOV 05	DEC 06	JAN 07	FEB 08	MAR 09	APR 10	MAY 11	JUN 12
SABHRS MONTH-END CUT-OFFS												
Absolute LAST day to submit documents to Systems to ensure transactions will be entered into SABHRS by the fiscal period closing date.	7/30	8/28	9/29	10/29	11/27	12/30	1/28	2/25	3/30	4/29	5/28	TBA
Last day to post transactions. SABHRS Fiscal Period closes.	7/31	8/31	9/30	10/30	11/30	12/31	1/29	2/26	3/31	4/30	5/31	TBA
BANNER FINANCE MONTH-END CUT-OFFS **												
External feeds MUST BE received by 3pm. (Accounts Receivable, Payroll, Phone, Facilities Services, JV uploads and any other misc. feeds)	8/6	9/4	10/6	11/9	12/7	1/7	2/4	3/4	4/6	5/6	6/7	TBA
Fiscal period will close at 8 pm. Transaction Dates will change to first day of next period on incomplete documents and documents waiting for approval.	8/7	9/8	10/7	11/10	12/8	1/8	2/5	3/5	4/7	5/7	6/8	TBA

** Dates subject to change – All external feeds must be received before month can be closed. If monthly close is delayed, an announcement will be posted to Business Services announcement listserv.

For any questions, please contact Scott Klanecky (x5464) or Frank Grady (x2940), Business Services-Information Systems Support.