



STATE CONTROLLER'S BULLETIN

Edward Karass
State Controller

Rebecca M. Wyke, Commissioner
Administrative & Financial Services

Bulletin #FY05-13

SUBJECT: ELIMINATION OF PERIOD 13

DATE: May 10, 2005
TO: All Departments and Agencies
FROM: Edward A. Karass, State Controller

This year the Office of the State Controller is making a significant change to the Fiscal Year End closing process by eliminating what is currently termed "Period 13". This action is being taken in order to facilitate an efficient and timely conclusion to the wrap-up of the fiscal year's business in a computerized environment.

The 2005 Fiscal Year will close on June 30th. Consistent with other months during the year, the OSC will accept necessary adjustments via journal voucher through July 6th. At 5PM on July 6th the fiscal year will be officially closed and no further transactions affecting Fiscal Year 2005 will be accepted from departments and agencies.

The goal of the OSC is to make any necessary accounting adjustments and close out the year by July 15, 2005. Should any department or agency determine that a necessary closing entry was left out of the process, or that an error requires correction, please contact your liaison in the OSC to discuss the matter.