


July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Issued: 4/1/15			1 Period 13 opens Vista Plus reports for campus PAYDAY!	2 ☉ Accts Pay check run- FY2016 Inventories due to Campus Services Travel docs to Accounts Payable	3 Independence Day CSU Holiday Vista Plus reports for campus	4
5	6 Hourly payroll processed to KFS	7 Accts Pay check run DV/PCARD/IB/SB cutoff for FY2015	8 ☾ AP completes processing FY2015 Campus deadline (12noon) to create/approve docs for FY2015 Final PPDA's to FY2015 Clear continuation accounts	9 Accts Pay check run	10 PPE Accts Rec statement due date CORE June close – period 12 AJV's run-period 13 June depreciation Vista Plus reports for campus	11
12	13 Begin AJV maintenance for FY2016	14 Accts Pay check run	15	16 Accts Pay check run SP + CS FY2015 Close ●	17 YearEnd Depreciation Vista Plus reports for campus	18
19	20 Hourly payroll processed to KFS Budgets/Plant/Prop FY2015 close	21 Accts Pay check run	22	23 Accts Pay check run	24 PPE ☾ Monthly payroll processed to KFS Post nominal balances and cash reversion Final FY2015 ODS update	25
26	27 FY2016 budgets loaded to KFS Vista Plus reports for campus	28 Accts Pay check run Balance Forwards to FY2016	29	30 Accts Pay check run	31 July monthend close – 7pm PAYDAY! ☉	

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