

The current schedule for **January 2019** data is as follows:

- * Levels D & E Reoccurring Entries will be processed after Endowment Earnings from Asset Accounting are posted.
- * Monthly Employee Benefit (Level H) entries and FRRGRNT will post Thursday, 01/31/2019.
- * All batch posting/processing for January needs to be completed by 5:00 PM on Thursday, 01/31/2019.
- * Monthly Reoccurring Entries Levels P, A, B, F, G, T, X will be processed on Friday, 02/01/2019 & Monday, 02/04/2019.
- * Desktop Finance Reports for January will be available on 02/05/2019.
- * January report distribution emailed on 02/07/2019.

Please contact me if you have any questions or problems concerning the information above.

Thank you,
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