

September 2010 - ACO Year End Closing Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Email Questions to:</p> <p>acoyearend@co.riverside.ca.us</p>			<p>1 Brown Armstrong @ CORAL</p>	<p>2 Component Unit drafts due to ACO by EOD State Controllers Report data due to ACO by EOD (only for RCRMC, Waste & Airport) Brown Armstrong @ CORAL</p>	<p>3 ~ County Bldgs Closed</p> 	<p>4 August Final Reports Run Date</p>
<p>5</p>	<p>6</p> 	<p>7 ~ Board Dark June & Period 998 Prelim Reports Run Date August Final Reports Release Date</p>	<p>8 ~ PP18 Payday June & Period 998 Prelim Reports Release Date</p>	<p>9</p>	<p>10 ~ County Bldgs Closed</p> 	<p>11 ~ Patriot Day</p> 
<p>12</p> 	<p>13 Each Monday you should review your Outstanding Encumbrance and Pre-Encumbrance Reports</p>	<p>14</p>	<p>15</p>	<p>16</p>	<p>17</p> 	<p>18</p> 
<p>19</p>	<p>20 Brown Armstrong @ RCRMC Each Monday you should review your Outstanding Encumbrance and Pre-Encumbrance Reports</p>	<p>21 ~ Board Dark CEO to submit Reserve for Encumbrance Form 11 by Noon Brown Armstrong @ RCRMC</p>	<p>22 ~ PP19 Payday Brown Armstrong @ RCRMC</p>	<p>23 ~ Open Period 4 Brown Armstrong @ RCRMC Last Day to Enter September Journals & Vouchers</p>	<p>24 ~ County Bldgs Closed</p> 	<p>25</p>
<p>26</p>	<p>27 Brown Armstrong to begin final audit fieldwork at ACO</p>	<p>28 Board to hear Reserve for Encumbrance Form 11</p>	<p>29 MAM Meeting @ 2 PM September Journal & Voucher Supporting Documentation due to ACO</p>	<p>30 Open AR/BI Period 4 by BOD September Prelim Reports Run Date</p>		