

August 2026 Year End Task

* Will affect account balance

** Tentative file feed date for August and will affect account balance

Monday	Tuesday	Wednesday	Thursday	Friday
3 Account Rec Write Off Form 3 due to Sales & Rec by 8 am	4	5	6 **Vet Small Animal (VSAM) file feed for G bills	7 *Texas A&M Fdn scholarship transfer request due to TAMF
10 Forms FDP-411 due to FMO-Property Mgmt Any internally developed software with a cost of \$1,000,000 or more should be reported to FMO Property Mgmt use Form FDP-4 for new software and Form FDP414 for additions to existing software assets	11	12	13 **Mail Service (MAIL) file feed	14 *Texas A&M Fdn transfer request due to TAMF * Manual and/or DCR, voucher, IDT/AR and all state account corrections rec'd by 5pm will be guaranteed to be processed in FY26 * Error free AP invoices, travel documents and encumbrance corrections rec'd by 5pm will be guaranteed to be processed in FY26 * Last day to create PCTs
17 Last day to approve PCTs *Any PCT that does not reach final approval in the ECT Processing Office by 5:00 pm will be automatically cancelled and will need to be re-submitted in FY27	18	19	20	21 * August Biweekly Payroll
24	25 * August Monthly Payroll	26 DBRs rec'd by 5pm will be guaranteed to be processed in FY26	27	28 Non-State DCR corrections rec'd by 5pm will be processed in FY26 Form FDP4 & FDP414 due to FMO-Property Mgmt

31 FY26 iPay files must have effective date of on or before 8/31. This date can be changed at the time the file is created. FDP-402 Annual Certification of Physical Inventory form due to FMO-Property Mgmt. Forms must be fully approved. All orders placed or travel booked prior to 8/31 should be entered in AggieBuy or Emburse Sponsored Project accounts that ends on 8/31/2026 all expenses/corrections should be recorded on the account by 8/31. Encumbrances cannot be claimed as expenditures *For departments posting their own ACH deposits the notification for 8/31 or prior ACHs must be keyed in iPayment with an 8/31/26 effective date otherwise contact FMO Sales & Rec for a manual posting before August closing on Noon, September 3, 2026 **CSCN file feed for T bills **UES file feed for P bills, B bills **FESC file feed for K bills **ILAB file feed for I bills, V bills **EMS file feed for H4 bills	26	27	28	29 *
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