



## **Verify or add Purchasing accounting period**



# Table of Contents

**Verify or add Purchasing accounting period** ..... i



## Set the Purchasing Accounting Period

Image

Tables > District Finance Options SessionTimer: 239 min and 48 sec

**Save** ←

Finance Options | Accounting Periods | Clearing Fund Maintenance

**Retrieve** **Print**

Current (Open) Accounting Period:  Lock Current Accounting Period:

Next Accounting Posting Period:

**Purchasing Accounting Period:**

Accounts Receivable Period:

**Purchasing Accounting Period**

Type the Purchasing accounting period. The field is a two-digit number from 01-12. The period can be the same as the current accounting period or the next accounting posting period.

Click **Save**.