

DATE: December 29, 2022

TO: Agency Addressed (No. 13, 2022-23)

FROM: Paul Whitfield, Director
Division of Accounting and Auditing
Department of Financial Services

SUBJECT: FLAIR HOURS DURING OFFICE CLOSURE

The FLAIR system will be available during the normal hours of operation on Friday, December 30, and Saturday, December 31, 2022. The FLAIR system will be unavailable on Monday, January 2, 2023, in observance of New Year's Day. The system will be available and will resume normal hours of operations on Tuesday, January 3, 2023.

Therefore, agencies should not schedule month end closing using the Period End (PE) functionality before December 30, 2022. Any request for closing that is input earlier than December 30 will be rejected by FLAIR and will need to be rescheduled.

Please contact DFSFinancialEd@myfloridacfo.com with any questions.