

State of New Mexico Department of Finance & Administration

180 Bataan Memorial Building Santa Fe, New Mexico 87501 Phone: (505) 827-4985

Fax: (505) 827-4984 www.nmdfa.state.nm.us

Wayne Propst Cabinet Secretary

DATE: April 4, 2023

TO: State Agency CFOs

FROM: Mark Melhoff, Deputy Director

SUBJECT: FCD Memo FY24-004 – Fiscal Year Closing Instructions

Instructions documenting the requirements and deadlines for the closing of fiscal year 2024 have been issued by the Financial Control Division (FCD). The document can be downloaded from the DFA website at https://www.nmdfa.state.nm.us/financial-control/resource-information/year-end-closing/.

Feel free to contact me directly if you have any questions.