

2025 YEAR END CLOSE FINANCIALS



Jan Cushing | 20 November 2025

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AGENDA

- Year End Close
 - Prepare for the New Year
 - Running Year end close
 - 1099s
 - Cost updates
 - Budget

- Prepare for the new year
 - Update your FP88 for all the fiscal periods for your new fiscal year

FSC PER NAME/DESC JLC1			FISCAL PERIOD MAINTENANCE			11/20/25 08:40:16		
Period Ending			Jan's FPP			Fiscal		
Year	Month	Day	Year	Month	Qtr			
26	1	31	26	1	1			
26	2	28	26	2	1			
26	3	31	26	3	1			
26	4	30	26	4	2			
26	5	31	26	5	2			
26	6	30	26	6	2			
26	7	31	26	7	3			
26	8	31	26	8	3			
26	9	30	26	9	3			
26	10	31	26	10	4			
26	11	30	26	11	4			
26	12	31	26	12	4			

FP88	Fiscal Period Name	JLC1	Year	26	Month		Day		Mode	
F3=Exit		F10=Menu Bar								

- Prepare for the new year
 - Update your HL80 calendars for the new fiscal.

HOLIDAY TABLE MAINTENANCE				OK TO CHANGE	11/20/25
Description <u>JAN'S HOLIDAY CALENDAR</u>					08:44:10
----- Holiday period -----					
Month	Day	Year		F	
<u>1</u>	<u>1</u>	<u>26</u>		—	
<u>5</u>	<u>31</u>	<u>26</u>		—	
<u>7</u>	<u>4</u>	<u>26</u>		—	
<u>11</u>	<u>26</u>	<u>26</u>		—	
<u>12</u>	<u>25</u>	<u>26</u>		—	

HL80 Calendar JLC Month Day Year Mode CHG
F3=Exit F10=Menu Bar

- Prepare for the new year
 - These HL80 calendars can be listed in NF68 RO note type,
 - NF68 CW note type and WC39 per work center

ROUTE CODES											NOTE TYPE MAINTENANCE				ROUTE CODES		
Code	Plan							ROUTE CODES				Chg dt	By	ROUTE CODES			
	S	M	T	W	Th	F	S	WH	WH	WH	WH						
JWM2F	N	Y	Y	Y	Y	Y	N	01	—	—	—	122123	ECS041C				
MID	N	N	N	Y	N	N	N	01	—	—	—	80624	ECS041C				
0501	N	N	N	Y	N	N	N	01	—	—	—	62223	ECS041C				

F3=Exit F9=Add F10=Menu Bar

11/20/25
08:47:03

ECS042C			NOTE TYPE MAINTENANCE										ECS042C															
Type	CW	CALENDARS BY WAREHOUSE										CALENDARS BY WAREHOUSE																
		Numb	Calendar	Description										Chg dt	By													
		**	BASE1	BASE1 CALENDAR										70714	ECS032C													
		AS	BASE1	BASE1 CALENDAR										32006	HELPDESK													
		A1	BASE1	BASE1 CALENDAR										100103	FRN020C													
		A3	BASE1	BASE1 CALENDAR										100103	FRN020C													
		A5	BASE1	BASE1 CALENDAR										100103	FRN020C													
		A8	BASE1	BASE1 CALENDAR										100103	FRN020C													
		A9	BASE1	BASE1 CALENDAR										100103	FRN020C													
		BC	RAC	RAC'S CALENDAR										71114	RAC032													
		BS	BSCAL	BSCHAFFER CALENDAR										70705	SCHAFFER													
		CP	CP3	LKFDJKDFJ										121009	ECS030C													
		CS	CHAD1	CHAD'S CALENDAR										101206	SANDERSON													
		DB	BASE1	BASE1 CALENDAR										11218	FRN020C													
		DF	RTF	BASE1 CALENDAR										90805	FRN021C													
		DK	BASE1	BASE1 CALENDAR										80206	KALLDUA													
		H1	BASE1	BASE1 CALENDAR										102005	NICKHUG													
		H6	BASE1	BASE1 CALENDAR										42710	ECS030C													
		JB	JBHOLIDAY	JB HOLIDAY CALENDAR										21506	FRN021C													
		Type Numb															+											
		NF68 Beginning note RO															+											
		F3=Exit F9=Add F10=Menu Bar															+											

11/20/25
08:45:28

TIME SENSITIVE STEP

- Make sure all PO receipts and inventory transactions have been done for the year.
- There are two procedures that must be ran to roll YTD totals over the last year and sets the current year totals to zero. If these options are not run before any new year transactions occur than the new transaction will be included in the totals that are rolled over.
 - **Roll of Vendor Totals (APJ390)** will move the year-to-date totals into the previous year and then clear year to date totals in the Vendor Master (VM08 and VM10) and the Vendor Quote File (QM11). This job can be accessed on APMENU01 option 350.
 - **Clear Current Year-to-Date fields (PIR005)** will roll the year-to-date buckets on the PM73/Inventory Segment Maintenance screen to the prior year column and clears the year-to-date buckets. This program also updates the average cost fields in Purchase History Inquiry (PU17). This job can be accessed on PIMENU option 105.

- **Running Year End Close**
- Run your month end close jobs on MEMENU as normal for the last period of the fiscal year.
 - Make sure all your journals are posted for all fiscal periods for this fiscal year (JE67 or Process GL entry in the UI)
 - Go to GLMENUD option 10 and set the GLPER data area to the last period of this fiscal year (i.e. 2512)
 - Go to GLMENU run option 210, Year End Close GLJ003
- The General Ledger Year End job clears the Income Statement Accounts (account type P in Chart of Accounts) posting the offset to the Retained Earnings Account that is identified by the alpha code “RE”. It posts these transaction to the 99th period of the current year (YY99, i.e. 2599). These transactions, once created can be viewed in JE67 or Process GL Entry in the UI by typing the YY99 (2599) in the period field and clicking Open.
- The Beginning balance for the balance sheets accounts (account type B in Chart of Accounts) for the next year are posted to the 00 period of the upcoming year (YY00, 2600). These also can be view in JE67 or Process GL Entry in the UI by entering the period YY00 (2600).

YEAR END CLOSE

GLMENU General Ledger Menu 11/20/25
 Select one of the following: 08:03:55
 * Journal Entries *
 65. G/L Transaction Inquiry JE65 200. Generate Map from ACP GLJ004
 66. G/L Account Inquiry JE66 210. Year-End Close GLJ003
 67. J/E Maintenance JE67 220. Load Annual Budgets GLJ220
 * Master File Maint *
 61. Allocated J/E Maintenance JE61 240. Y-T-D Trial Balance GLJ900
 69. Chart of Accounts AC69 250. Reversing-Standard GLJ810S
 77. Budget Master BE77 270. List JE65 Detail GLJ970C
 88. Map Definition SEU 280. Archive JE65 Detail GLJ970CU
 * Reports *
 100. Load Budgets T/JE File GLJ002 290. G/L Entries Print GLJ011C
 110. G/L Reports GLJ010 80. G/L Summary Inquiry GL80
 120. Build Statement File GLJ040
 130. Statement Writer GLSTMTS 800. G/L PC Transfer GLMENUT
 135. G/L Statement Set GLSTMTX 888. G/L Parameter GLMENUD
 140. Chart of Accounts List ACM001 900. System Functions SYMENU
 160. Cash Account Report GLJ060
 Selection or command
 ==>

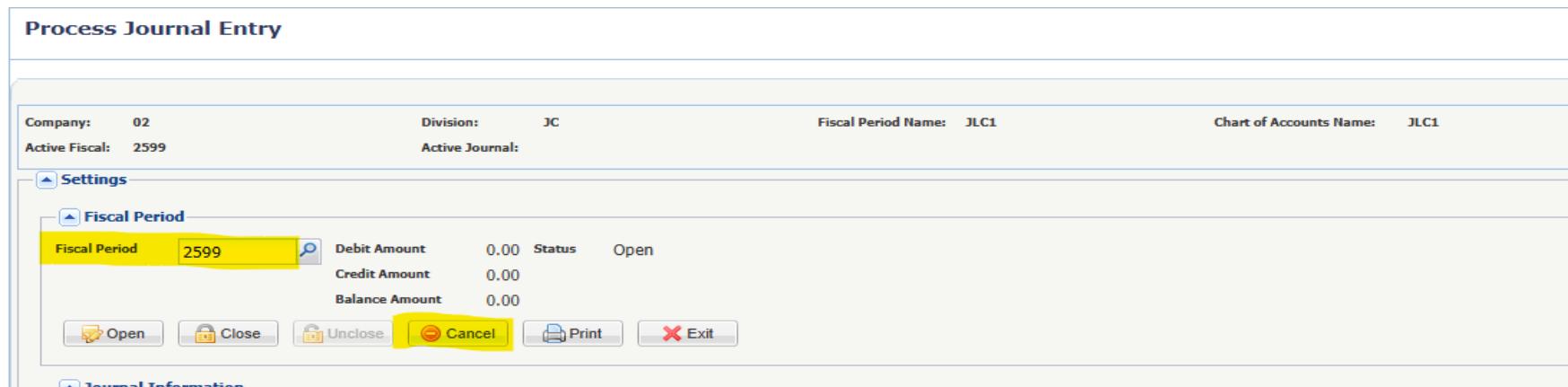
ECS042C	SUBMIT YEAR-END CLOSE	11/20/25 08:06:38
<i>Use this screen to indicate the company(s) or the division(s) and the fiscal period to be processed.</i>		
Company + for more values <u> </u> or Division + for more values <u> </u> Fiscal period <u>2512</u> (YYMM)		
<u>ME02</u> F3=Submit and exit F12=Cancel		

YEAR END CLOSE

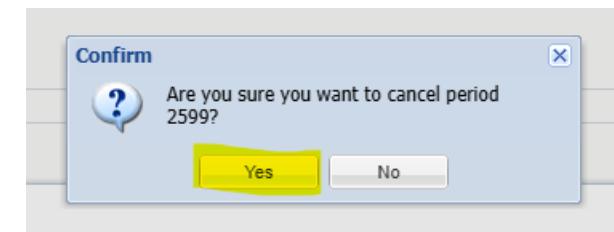
- The GLJ003 creates a journal entry that will display with the journal name JE in period YY99 (i.e., 2599) and YY00 (i.e., 2600). This journal is NOT posted and will require you to manually post. If the YY00 JE journal is not posted your will not have beginning balances in GL Inquiry or iStatements.
- The year end close can be re-run. This will require you to unpost the JE journal in both period YY99 and YY00 and then do a period cancel for both YY99 and YY00 periods. To cancel the period in green screen, you would go JE67, enter the password, period YY99 and the division and hit enter. Unpost the JE journal and then put PC in the KW field and hit enter. This will bring up a Delete Confirmation screen, enter Y and hit enter. Once you have done a PC on the period DO NOT re-enter that period until after you have re-run GLJ003 to recreate your year end close

YEAR END CLOSE

- To Cancel the period in Process Journal Entry in the UI you must enter YY99 or YY00 and click Open.
- Unpost JE journal
- In Fiscal Period header box hit Cancel button



- You will get a cancel confirmation pop up box you need to answer Yes to complete the cancel



YEAR END CLOSE

- 1099s
- APMENUD option 40 data area should be set to 600.00 per Federal government mandate that all independent contractors paid over \$600.00 must receive a 1099.
- APMENUD option 26 data area contains your company name, address and ID number.
- APMENUD option 48 data area is used to enter the IFS path where Frontier will deposit the 1099s interface file.

ECS042C ACCOUNTS PAYABLE 1099 AMOUNT LIMITATION 11/18/25
09:00:15

Use this screen to update the minimum amount for 1099
miscellaneous tax type.

Make the required changes and press Enter.

1099 minimum amount 600.00

AP10
F3=Exit

ECS042C ACCOUNTS PAYABLE 1099 COMPANY INFORMATION 11/18/25
09:00:58

This screen will change your company name, company address,
and federal identification number. To change this information,
make required changes and PRESS ENTER.

Company Name	FRIEDMAN CORPORATION - THIS IS FROM APMENUD > 26-+
Company Address	10275 W HIGGINS ROAD, STE 250 -----+
Company City	ROSEMONT -----+
Company State	IL
Company Zip Code	60018 -----+
Company Telephone	847-948-7180
Company Federal ID #	12345689

ECS042C AP1099 INTERFACE DIRECTORY MAINTENANCE 11/18/25
08:56:59

Use this screen to update parameter AP1099PATH for
division JC JAN'S DIVISION

Specify a non-numeric non-alphabetic non-blank field delimit character.
Fields will be delimited by _

Specify an IFS (Integrated File System) path name where FRONTIER will
deposit the AP 1099 interface file. Ensure that the path is a valid
path as it will not be validated.

Path name /Frontier/1099

AP10 Division JC
F3=Exit

YEAR END CLOSE

- 1099s continued
- APMENUD option 24 data area is used to set the year by division for the 1099s to be run.

ECS042C A/P 1099 YEAR

Use this screen to update the A/P 1099 year parameter for
division JC JAN'S DIVISION

This screen will change the A/P 1099 year to be selected for
processing.

Make required changes and PRESS ENTER.

Year for 1099 to be run 25

Finalize 1099s N (Y or N)

AP02 Division JC
F3=Exit

YEAR END CLOSE

- 1099s continued
- APMENU01 option 360 is used the first time you run your 1099s

ECS042C	SUBMIT PRINT A/P 1099 FORMS	11/18/25 08:37:29
<p>Use this screen to indicate the company(s) or the division(s) and 1099 code to be processed. Leave 1099 code blank to process all types.</p>		
Company + for more values <u> </u>		
or	Division + for more values <u>JC</u>	<u> </u>
1099 code <u> </u> (blank for ALL)		
Vendor range <u> </u> To <u> </u> (blank for ALL)		
Create option <u>N</u> (Y = create file only) (N = print only) (B = create file and print)		
<u>GL12</u> F3=Submit and exit F12=Cancel		

YEAR END CLOSE

- 1099s continued
- APMENU01 option 370 (AP11) can be used to review and update the 1099 code on invoices that were posted for your vendors.

ECS042C 1099 TAX CODE MAINTENANCE SELECTION 11/18/25
08:42:42

Division

Vendor from (blank for ALL)

Vendor to

and

Invoice number from (blank for ALL)

Invoice number to

and

Payment date from (blank for ALL)

Payment date to

and

GL account number from (blank for ALL)

GL account number to

and

Existing 1099 code from (blank for ALL)

Existing 1099 code to (*blanks for NO 1099 Code)

Update (U) to submit job, Review (R) to display records R (R/U)
Update existing 1099 code to

AP11 F3=Process F10=Menu Bar F12=Cancel

ECS042C 1099 Tax Code Maintenance Selection 11/18/25
08:43:33

Division JC JAN'S DIVISION					US	
1099 Code	Cur	Rev	Vendor	Invoice	Seq	GL Account
M	—	JLC	JAN'S VENDOR	TEST	2503	1 99-01-006
M	—	JLC	JAN'S VENDOR	6380	3	99-01-006
M	—	JLC	JAN'S VENDOR	6380	1	99-01-015
M	—	JLC	JAN'S VENDOR	6380	4	99-01-015
M	—	JLC	JAN'S VENDOR	6380	2	99-03-032
M	—	JLC	JAN'S VENDOR	705	2	99-01-006
M	—	JLC	JAN'S VENDOR	8025	1	99-01-002
M	—	JLC	JAN'S VENDOR	8025	2	99-01-002
M	—	JLC	JAN'S VENDOR	8025	1	99-01-006
M	—	JLC	JAN'S VENDOR	8025	2	99-01-007
M	—	JLC	JAN'S VENDOR	8029	1	99-01-006
M	—	JLC	JAN'S VENDOR	8043	1	99-01-006
M	—	JLC	JAN'S VENDOR	88399-0	1	99-01-001

AP11 Vendor Invoice
F2=Select F3=Exit F6=Fold/Unfold F10=Menu Bar F12=Cancel

YEAR END CLOSE

- 1099s continued
- Once all changes have been done in AP11 you need to choose option 400 on AP MENU01 to rerun and create your 1099 spool file or IFS file
- Frontier does not print 1099s. The system creates a spoolfile with the information and the client typically either uses that to manually create their 1099s or sends the information to a third-party company to print the 1099s via the IFS file.

ECS042C	SUBMIT REPRINT A/P 1099 FORMS	11/18/25 08:46:15
Use this screen to indicate the company(s) or the division(s) and 1099 code to be processed. Leave 1099 code blank to process all types.		
Company + for more values <input type="text"/>		
or		
Division + for more values <input type="text"/>		
1099 code <input type="text"/> (blank for ALL)		
Vendor range <input type="text"/> To <input type="text"/> (blank for ALL)		
Create option <input type="text"/> N (Y = create file only) (N = print only) (B = create file and print)		
GL12 F3=Submit and exit F12=Cancel		

YEAR END CLOSE

- 1099s continued
- After you have completed your 1099s go back to APMENUD option 24 enter your division hit enter and change the Finalize 1099s from a N to a Y.

ECS042C A/P 1099 YEAR 11/18/25
08:55:03

Use this screen to update the A/P 1099 year parameter for
division **JC JAN'S DIVISION**

This screen will change the A/P 1099 year to be selected for
processing.

Make required changes and PRESS ENTER.

Year for 1099 to be run 25

Finalize 1099s Y (Y or N)

AP02 Division JC
F3=Exit

- Typically, this is also the time of year that client's do a cost roll. Prior to running the cost rolls, current on-hand inventory should be valued by running POD140 on ICMENU option 250. This gives a total value of your current on-hand inventory.
- Set data area option 56 on CRMENU to Y if you want the cost records to write to the Audit file which will write to the GL.
- Make sure **all your buy products have a correct current cost** before running CST000 option 38 on CRMENU, Cost Roll Over as this will roll current cost to STD cost.
- The cost rolls need to be run in the order listed below:
 - Annual Cost Roll-over Purchased non-configured CST000 - option 38
 - Manufactured Cost rolls CST001 - option 30
 - Purchased PCM Cost Roll CST010 - option 48
 - Manufactured PCM Cost ATO007 – option 60

- New Budget for the new year
 - GLMENUD option 12 – set current budget number for the division
 - GLMENUD option 20 – set the budget value and plan value for the division. This must be set for the budgets to transfer to iStatements.
 - Transfer the BEP file from IBM to PC
 - Make Changes to Excel file.
 - Upload the BEP from PC to IBM and append to current BEP.
 - After you have uploaded the budget to BEP go to GLMENU and run option 100 and then option 220. This will create your BE001 journals for each period of the year.

WEBINAR LINK

- <https://info.friedmancorp.com/fc-w3brpy9>
- Webinar and Tech Talk presentations for viewing
- Download of slides is generally available for most presentations
- New Webinars & Tech Talks are posted, so check back for new presentations



FRONTIER ERP

- Frontier IPA Webinar
- Frontier 4.2 - Latest features
- An Introduction to eWebservices
- An Introduction to eQuote Dealer
- An Introduction to Frontier CADFlow
- Frontier 3.0 to 4.1; 4.0 to 4.1 (2 sessions, 2021)
- Frontier 4.1 - Focus on Finance
- Frontier 4.1 - Mfg, Ordering, PCM and more
- Frontier Version 4.0
- Customer Portal overview

FOCUS ON MODULES

- [iLogging](#) with Live Demo
- [SVG and eQuote](#) with Loewen Windows
- [eQuots Dealer](#)
- [Master File](#) and [Sales Order Logging](#) with Springs Window Fashions
- [Web Services](#) [See also WebServices Tech Talk]
- [CADFlow](#)
- [DataBroker](#)
- [SCOPE](#)

PARTNER PRESENTATIONS

- Future-Proof your IT with [Meridian IT](#)
- Utilize CADFlow with Frontier ERP & Widom Associates
- Demystifying Tax Research and Exemption Certificates with [Avalar](#)
- Managing Documents on the IBMi, with [Cobweb Communications](#)
- IBMi: The Power of 10, with [LogiCall](#)
- High Availability and the Cloud, with [Meridian Group](#) International
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- Governance and Audit Compliance with [Kisco](#)
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- Make it - Move it - Ship it: Frontier ERP Integrations with [WMS and TM3](#)
- [Logimax WMS](#)
- Shipping Solutions with [Varity Logistics](#)
- Streamlining Accounts Payable with [Cobweb Communications](#)
- Shipping Strategies with [Varity Logistics](#)
- Warehouse Management with [Logimax WMS](#) and Frontier ERP
- Streamline Manufacturing & Material Flow with [RFID & Stratum Global](#)



GENERAL

- [iLogging setup](#) (2023)
- [Sales Order Attributes](#) (2023)
- [Web Services](#) and Your Website (2022)
- [MasterFile Importing Functionality in 4.2](#) (2022)
- [Creating Custom Inquiries](#) in 4.1
- [iService](#)
- [There's Always Something New in PCM](#) (2021)
- [Order Promising](#)
- [Frontier Security](#)
- [Cycle Counting and Physical Inventory](#)
- [Using Confluence](#)
- [Understanding Web Sphere](#)
- [Smarter Barcoding](#)
- [PCM Workbench Promote](#)
- [PCM Workbench](#)
- [CSEC System](#) and Installing ECs
- [End of year 2024 Physical Inventory, Financials & More](#)

FINANCE-SPECIFIC SESSIONS

- [AP Automation](#) (2022)
- [Account Payables, Parts 1 & 2](#)
- [iStatement issues & resolutions](#) (2021)
- [1099 Processing](#)
- [Internal Purchasing](#)
- [Streamlining Your Year-End Close](#)
- [GL Postings](#) (2021)
- [GL Imbalances](#)
- [Installing iStatement, Parts 1 and 2](#)
- [Audit Compliance with Kisco](#) (2022)

Share Your Thoughts

First Name	Last Name
<input type="text"/>	<input type="text"/>

Email
<input type="text"/>

Please enter your comments, questions and/or topic ideas below:

Send

QUESTIONS AND ANSWERS



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