Start New Period
The Number of Weeks left in the Tax Year is not sufficient

The above error message comes up when the user does a start of period from December to January in a weekly/bi-weekly company. The system checks the processing period, and tests to see the numbers of periods left in the tax year if they are correct.

The system allows the following when rolling from December to January:

- Weekly company – maximum of 10 weeks until TYE (5 weeks per calendar month)
- Bi-weekly company – maximum of 6 bi-weeks (3 bi-weeks per calendar month)

Should the number of weeks exceed this, it might indicate the user did not plan for a 53 / 27 period year or made a mistake when selecting the tax year end date when the company was rolled into the new tax year.

What you will be required to do:
- Weekly company:
    - If there are still 10 weeks left until the company is in the final period of the tax year, the user must select 5 weeks for January and 5 weeks for February.
    - If there are 11 weeks left until the company is in the final period of the tax year, a date change will need to be done to change the periods in tax year from 53 to 52 and to make the tax year end date a week earlier. If this is relevant to your company, you need to make a print screen of the Period Info (BB) screen (found at the bottom of the Basic Company Information screen) to send to and discuss with a Support Consultant.

- Bi-weekly company:
    - If there are still 6 periods left until the company is in the final period of the tax year, the user must select 3 periods for January and 3 periods for February.
    - If there are 7 periods left until the company is in the final period of the tax year, a date change will need to be done to change the periods in tax year from 27 to 26 and to make the tax year end date a period earlier. If this is relevant to your company, you need to make a print screen of the Period Info (BB) screen (found at the bottom of the Basic Company Information screen) to send to and discuss with a Support Consultant.

Note: When you are in the final period of the tax year, the current processing period must be equal to the periods in tax year