

The fiscal year (FY) closing month designation can be changed by submitting in writing to the Division of Business Services a request to change the fiscal year closing. There is no fee for changing the fiscal year closing month. Please note, however, that if a FY closing month change is made, the next annual report will be generated the next time that the new FY closing month is reached on the calendar and will be due on or before the first day of the fourth month following the new FY closing month regardless of the prior annual report cycle. In addition, any outstanding annual report issued as a result of the prior FY closing month of record remains due.

Listed below is the mailing address if you wish to request a change in your fiscal year in writing:

Mailing Address

State of Tennessee
Department of State
Division of Business Services
312 Rosa L Parks Avenue
Snodgrass Tower, 6th Floor
Nashville, TN 37243

If you have any questions, you may contact them at 615-741-2286.