

## **SAM—RECONCILIATION AND REPORTS**

### **INTRODUCTION TO RECONCILIATIONS AND REPORTS CHAPTER**

**7900**

(Revised 03/11)

The reconciliations and reports chapter provides general information, reporting requirements, and deadlines for preparing financial reconciliations and reports. It also provides some instructions and standard formats for preparing the year-end reports. More detailed instructions for preparing the year-end reports are issued annually to departments by the State Controller's Office (SCO). Additionally, departments that use the California State Accounting and Reporting System (CALSTARS) will refer to the CALSTARS Procedures Manual.