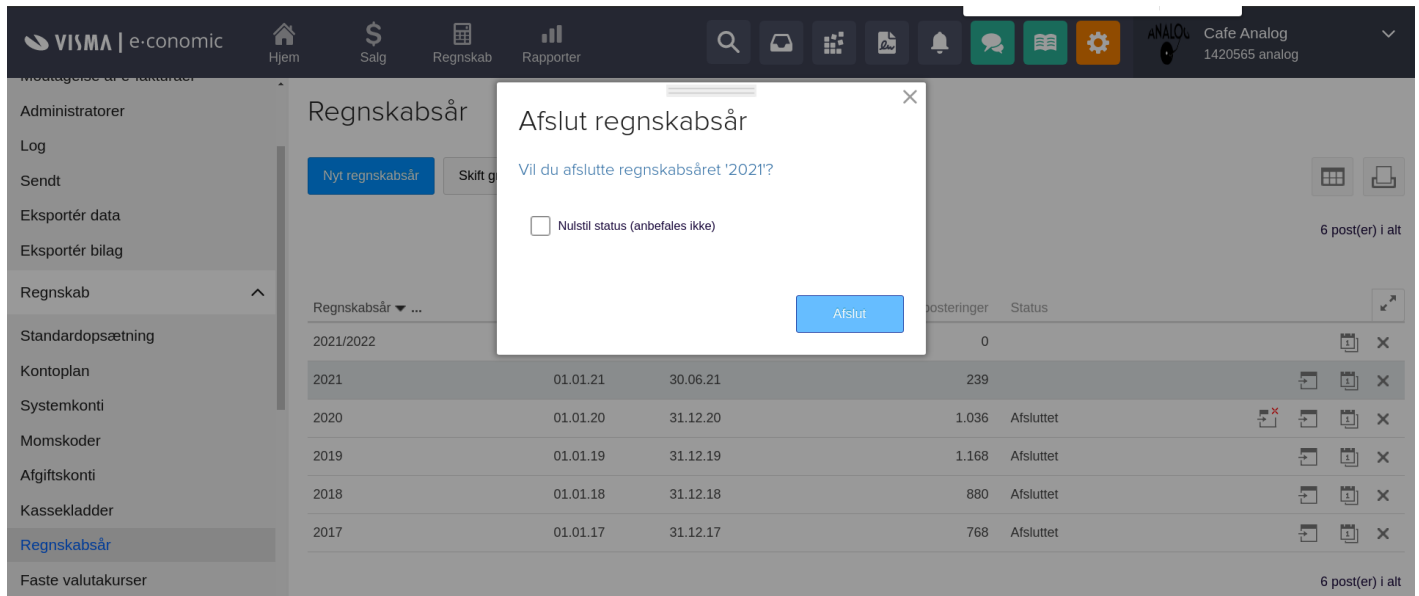


# Step 4 - Close it

Before you do this, double check with experts, other people, etc. There is no exact deadline, so please make sure you do it right rather than quickly. Note: when you do it, DO NOT X THE BOX as shown below.



The screenshot displays the VISMA e-conomic software interface. A modal dialog box titled "Afslut regnskabsår" (Close fiscal year) is centered on the screen. The dialog contains the question "Vil du afslutte regnskabsåret '2021'?" (Do you want to close the fiscal year '2021?') and a checkbox labeled "Nulstil status (anbefales ikke)" (Reset status (not recommended)). A blue "Afslut" (Close) button is at the bottom right of the dialog. The background shows the "Regnskabsår" (Fiscal year) section of the software. A table lists fiscal years from 2017 to 2021/2022, with columns for year, start date, end date, and balance. The 2021 row is highlighted, showing a balance of 239. The interface also includes a sidebar with navigation options like "Administratører", "Log", "Sendt", "Eksportér data", "Eksportér bilag", "Regnskab", "Standardopsætning", "Kontoplan", "Systemkonti", "Moms-koder", "Afgiftskonti", "Kassekladder", "Regnskabsår", and "Faste valutakurser".

Regnskabsår	Start	Slut	Saldo	Status
2021/2022			0	
2021	01.01.21	30.06.21	239	
2020	01.01.20	31.12.20	1.036	Afsluttet
2019	01.01.19	31.12.19	1.168	Afsluttet
2018	01.01.18	31.12.18	880	Afsluttet
2017	01.01.17	31.12.17	768	Afsluttet

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