

# Payroll Processing Schedule

<b>Pay Period</b>	<b>Due Date</b> <i>(Not Later Than 2:00 p.m.)</i>	<b>Pay Day</b> <i>If this date falls on a weekend, pay day will be previous Friday.</i>
1/2 – 1/16	1/17	2/1
1/17 – 2/1	2/2	2/16
2/2 – 2/16	2/17	3/1
2/17 – 3/1	3/2	3/16
3/2 – 3/16	3/17	4/1
3/17 – 4/1	4/2	4/16
4/2 – 4/16	4/17	5/1
4/17 – 5/1	5/2	5/16
5/2 – 5/16	5/17	6/1
5/17 – 6/1	6/2	6/16
6/2 – 6/16	6/17	7/1
6/17 – 7/1	7/2	7/16
7/2 – 7/16	7/17	8/1
7/17 – 8/1	8/2	8/16
8/2 – 8/16	8/17	9/1
8/17 – 9/1	9/2	9/16
9/2 – 9/16	9/17	10/1
9/17 – 10/1	10/2	10/16
10/2 – 10/16	10/19	11/1
10/17 – 11/1	11/2	11/16
11/2 – 11/16	11/17	12/1
11/17 – 12/1	12/2	12/16
12/2 – 12/16	12/17	1/4
12/17 – 1/1	1/2	1/16