

Curated Career Services

PAYROLL SCHEDULE

INSERT COMPANY NAME HERE 2024 PAYROLL SCHEDULE				
PAYROLL NUMBER	WEEK ENDING DATES	TIMESHEETS DUE BY 10AM	PAYROLL PROCESSING DATE	CHECK DATE
1	12/22/23 & 12/29/23	01/02/24	01/02/24	01/05/24
2	01/05/24 & 01/12/24	01/15/24	01/16/24	01/19/24
3	01/19/24 & 01/26/24	01/29/24	01/30/24	02/02/24
4	02/02/24 & 02/09/24	02/12/24	02/13/24	02/16/24
5	02/16/24 & 02/23/24	02/26/24	02/27/24	03/01/24
6	03/01/24 & 03/08/24	03/11/24	03/12/24	03/15/24
7	03/15/24 & 03/22/24	03/25/24	03/26/24	03/29/24
8	03/29/24 & 04/05/24	04/08/24	04/09/24	04/12/24
9	04/12/24 & 04/19/24	04/22/24	04/23/24	04/26/24
10	04/26/24 & 05/03/24	05/06/24	05/07/24	05/10/24
11	05/10/24 & 05/17/24	05/20/24	05/21/24	05/24/24
12	05/24/24 & 05/31/24	06/03/24	06/04/24	06/07/24
13	06/07/24 & 06/14/24	06/17/24	06/18/24	06/21/24
14	06/21/24 & 06/28/24	07/01/24	07/02/24	07/05/24
15	07/05/24 & 07/12/24	07/15/24	07/16/24	07/19/24
16	07/19/24 & 07/26/24	07/29/24	07/30/24	08/02/24
17	08/02/24 & 08/09/24	08/12/24	08/13/24	08/16/24
18	08/16/24 & 08/23/24	08/26/24	08/27/24	08/30/24
19	08/30/24 & 09/06/24	09/09/24	09/10/24	09/13/24
20	09/13/24 & 09/20/24	09/23/24	09/24/24	09/27/24
21	09/27/24 & 10/04/24	10/07/24	10/08/24	10/11/24
22	10/11/24 & 10/18/24	10/21/24	10/22/24	10/25/24
23	10/25/24 & 11/01/24	11/04/24	11/05/24	11/08/24
24	11/08/24 & 11/15/24	11/18/24	11/19/24	11/22/24
25	11/22/24 & 11/29/24	12/02/24	12/03/24	12/06/24
26	12/06/24 & 12/13/24	12/16/24	12/17/24	12/20/24

Immediate
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MICROSOFT WORD and
MICROSOFT EXCEL!

Dates in bold are pay dates processed early due to a bank holiday. Please note the corresponding due date for timesheets.

To ensure electronic direct deposits are processed on time, payroll will be run 72 hours before the pay date. Actual deposit dates vary by the financial institution, as any institution may credit an account between the receipt of funds and the actual pay date. Please contact your financial institution with further questions.