

## PAYROLL SCHEDULE 2020

PAY PERIOD	APPROVED PAY PERIOD HOURS DUE	PAY DATES	# PAYDAYS
DECEMBER 16-31, 2019	1/2/2020	1/10/2020	1
JANUARY 1-15	1/16/2020	1/25/2020	2
JANUARY 16-31	2/3/2020	2/8/2020	3
FEBRUARY 1-15	2/16/2020	2/25/2020	4
FEBRUARY 16-28	3/2/2020	3/10/2020	5
MARCH 1-15	3/16/2020	3/25/2020	6
MARCH 16-31	4/1/2020	4/10/2020	7
APRIL 1-15	4/16/220	4/24/2020	8
APRIL 16-30	5/1/2020	5/8/2020	9
MAY 1-15	5/18/2020	5/22/2020	10
MAY 16-31	6/1/2020	6/10/2020	11
JUNE 1-15	6/16/2020	6/25/2020	12
JUNE 16-30	7/1/2020	7/10/2020	13
JULY 1-15	7/16/2020	7/24/2020	14
JULY 16-31	8/3/2020	8/10/2020	15
AUGUST 1-15	8/17/2020	8/25/2020	16
AUGUST 16-31	9/1/2020	9/10/2020	17
SEPTEMBER 1-15	9/16/2020	9/25/2020	18
SEPTEMBER 16-30	10/1/2020	10/9/2020	19
OCTOBER 1-15	10/16/2020	10/23/2020	20
OCTOBER 16-31	11/2/2020	11/10/2020	21
NOVEMBER 1-15	11/16/2020	11/25/2020	22
NOVEMBER 16-30	12/1/2020	12/10/2020	23
DECEMBER 1-15	12/16/2020	12/23/2020	24
DECEMBER 16-31	1/4/2021	1/8/2021	1 (2021)

LATE TIMECARD APPROVALS ARE SUBJECT TO AS \$30 PER EMPLOYEE PENALTY! PLEASE REFER TO PAYROLL POLICIES TO AVOID ANY LATE PENALTIES!