

FY 2021 MONTHLY PAYROLL CUTOFF SCHEDULE

PAY PERIODS				
FROM	THROUGH			PAYDAY
6/6/2020	7/3/2020			7/31/2020
7/4/2020	8/3/2020			8/31/2020
8/4/2020	9/4/2020			9/30/2020
9/5/2020	10/2/2020			10/30/2020
10/3/2020	11/2/2020			11/30/2020
11/3/2020	12/2/2020			12/18/2020
12/3/2020	1/3/2021			1/29/2021
1/4/2021	2/3/2021			2/26/2021
2/4/2021	3/2/2021			3/26/2021
3/3/2021	4/3/2021			4/30/2021
4/4/2021	5/1/2021			5/28/2021
5/2/2021	6/5/2021			6/30/2021
6/6/2021	6/30/2021			7/30/2021
7/1/2021	7/2/2021			7/30/2021
			FINAL POSTING/END OF YEAR	
			ALL PAY AND LEAVE POSTED THRU JUNE 30	

DATES SUBJECT TO CHANGE: Notification will be sent by email when this is necessary.

*****ALL TIME SHEETS AND/OR ANY DOCUMENTATION ARE DUE TO THE PAYROLL DEPARTMENT (Location 8004) THE NEXT BUSINESS DAY AFTER CUTOFF.**

ALL EDL PAPERWORK SHOULD BE SUBMITTED BY CLOSE OF BUSINESS ON THE DAY OF OCCURRENCE (6TH DAY OUT AND 1ST DAY OF RETURN).

******INTEROFFICE:** Please forward changes and time records to Payroll as they are processed. Do not wait until the deadline date to send time records to be entered. If you have any concerns or questions, please do not hesitate to call Cathy Solomon at extension 1233.