

**PAYROLL CALENDAR
MONTHLY PAID EMPLOYEES
2021**

MONTHLY		
YEAR	PR #	CHECK DATE
2021	1	JAN 4 2021 MONDAY
2021	2	FEB 1 2021 MONDAY
2021	3	MAR 1 2021 MONDAY
2021	4	APR 1 2021 THURSDAY
2021	5	APR 30 2021 FRIDAY
2021	6	JUNE 1 2021 TUESDAY
2021	7	JULY 1 2021 THURSDAY
2021	8	AUG 2 2021 MONDAY
2021	9	SEPT 1 2021 WEDNESDAY
2021	10	OCT 1 2021 FRIDAY
2021	11	NOV 1 2021 MONDAY
2021	12	DEC 1 2021 WEDNESDAY

**Monthly Leave Reports must be approved by 11:59 pm on the
5th of each month.**

**All changes to the monthly payroll must be delivered to HR prior
to the 20th of the month.**