



BI-WEEKLY PAYROLL SCHEDULE 2018

P/R#	Check Date	Pay Period		Time-Sheets Due
		Beginning	Ending	
1	01/12/18	12/24/17	01/06/18	01/08/18
2	01/26/18	01/07/18	01/20/18	01/22/18
3	02/09/18	01/21/18	02/03/18	02/05/18
4	02/23/18	02/04/18	02/17/18	02/19/18
5	03/09/18	02/18/18	03/03/18	03/05/18
6	03/23/18	03/04/18	03/17/18	03/19/18
7	04/06/18	03/18/18	03/31/18	04/02/18
8	04/20/18	04/01/18	04/14/18	04/16/18
9	05/04/18	04/15/18	04/28/18	04/30/18
10	05/18/18	04/29/18	05/12/18	05/14/18
11	06/01/18	05/13/18	05/26/18	05/28/18
12	06/15/18	05/27/18	06/09/18	06/11/18
13	06/29/18	06/10/18	06/23/18	06/25/18
14	07/13/18	06/24/18	07/07/18	07/09/18
15	07/27/18	07/08/18	07/21/18	07/23/18
16	08/10/18	07/22/18	08/04/18	08/06/18
17	08/24/18	08/05/18	08/18/18	08/20/18
18	09/07/18	08/19/18	09/01/18	09/03/18
19	09/21/18	09/02/18	09/15/18	09/17/18
20	10/05/18	09/16/18	09/29/18	10/01/18
21	10/19/18	09/30/18	10/13/18	10/15/18
22	11/02/18	10/14/18	10/27/18	10/29/18
23	11/16/18	10/28/18	11/10/18	11/12/18
24	11/30/18	11/11/18	11/24/18	11/26/18
25	12/14/18	11/25/18	12/08/18	12/10/18
26	12/28/18	12/09/18	12/22/18	12/24/18

NOTE: Time-Sheets are due by 2:00 P.M. on the scheduled due dates. Due dates are subject to change due to bank deadlines and holidays. Program Directors must revise and approve the time-sheets before turning them in to Melinda Mares. Time-Sheets must be signed by both employee and supervisor. Any late Time-Sheets will not be paid on the scheduled date.