



PAYROLL SCHEDULE

July 2024 - June 2025

Hourly Employees

EMPLOYEE DEADLINE	DEADLINE TIME	SUPERVISOR DEADLINE	DEADLINE TIME	PAY DATE	Hrs. In Pay Period	PAY PERIOD
07/16/24		07/17/24		07/25/24	88	07/01 - 07/15
08/01/24		08/02/24		08/09/24	96	07/16 - 07/31
08/16/24		08/19/24		08/23/24	88	08/01 - 08/15
09/03/24		09/04/24		09/10/24	88	08/16 - 08/31
09/16/24		09/17/24		09/25/24	80	09/01 - 09/15
10/01/24		10/02/24		10/10/24	88	09/16 - 09/30
10/16/24		10/17/24		10/25/24	88	10/01 - 10/15
11/01/24		11/04/24		11/08/24	96	10/16 - 10/31
11/18/24		11/19/24		11/22/24	88	11/01 - 11/15
12/02/24		12/03/24		12/10/24	80	11/16 - 11/30
12/16/24		12/17/24		12/20/24	80	12/01 - 12/15
01/06/25		01/07/25		01/10/25	96	12/16 - 12/31
01/16/25		01/17/25		01/24/25	88	01/01 - 01/15
02/03/25		02/04/25		02/10/25	96	01/16 - 01/31
02/18/25		02/19/25		02/25/25	80	02/01 - 02/15
03/03/25		03/04/25		03/10/25	80	02/16 - 02/28
* 03/14/25	12:00 PM	03/14/25	4:00 PM	03/25/25	80	03/01 - 03/15
04/01/25		04/02/25		04/10/25	88	03/16 - 03/31
04/16/25		04/17/25		04/25/25	88	04/01 - 04/15
05/01/25		05/02/25		05/09/25	88	04/16 - 04/30
05/16/25		05/19/25		05/23/25	88	05/01 - 05/15
06/02/25		06/03/25		06/10/25	88	05/16 - 05/31
06/16/25		06/17/25		06/25/25	80	06/01 - 06/15
07/01/25		07/02/25		07/10/25	88	06/16 - 06/30

1. ALL PAPERWORK TO BE PROCESSED BY PAYROLL MUST BE RECEIVED **3 DAYS** **PRIOR** TO STATED **PAY DAY** TO BE INCLUDED WITH THE APPROPRIATE PAY PERIOD.

2. All hourly employees are paid on the 10th and 25th. (earlier if weekend/holiday conflict)