



2018 Bi-Weekly Payroll Schedule

	Work Period Start Date (Sun)	Work Period End Date (Sat)	Absence/Time Off Req. and <u>Non-Exempt EE</u> Timesheets due to HR Dept.	Pay Date	NOTES
1	12/17/17	12/30/17	01/02/18	01/05/18	
2	12/31/17	01/13/18	01/16/18	01/19/18	
3	01/14/18	01/27/18	01/29/18	02/02/18	
4	01/28/18	02/10/18	02/12/18	02/16/18	
5	02/11/18	02/24/18	02/26/18	03/02/18	
6	02/25/18	03/10/18	03/12/18	03/16/18	
7	03/11/18	03/24/18	03/26/18	03/29/18	*
8	03/25/18	04/07/18	04/09/18	04/13/18	
9	04/08/18	04/21/18	04/23/18	04/27/18	
10	04/22/18	05/05/18	05/07/18	05/11/18	
11	05/06/18	05/19/18	05/21/18	05/25/18	
12	05/20/18	06/02/18	06/04/18	06/08/18	
13	06/03/18	06/16/18	06/18/18	06/22/18	
14	06/17/18	06/30/18	07/02/18	07/06/18	
15	07/01/18	07/14/18	07/16/18	07/20/18	
16	07/15/18	07/28/18	07/30/18	08/03/18	
17	07/29/18	08/11/18	08/13/18	08/17/18	
18	08/12/18	08/25/18	08/27/18	08/31/18	
19	08/26/18	09/08/18	09/10/18	09/14/18	
20	09/09/18	09/22/18	09/24/18	09/28/18	
21	09/23/18	10/06/18	10/08/18	10/12/18	
22	10/07/18	10/20/18	10/22/18	10/26/18	
23	10/21/18	11/03/18	11/05/18	11/09/18	
24	11/04/18	11/17/18	11/16/18	11/21/18	*
25	11/18/18	12/01/18	12/03/18	12/07/18	
26	12/02/18	12/15/18	12/17/18	12/21/18	

*Pay days that fall on a Friday of a holiday, will be paid out the business day prior.

Timesheets due on Friday, for early processing of payroll on Monday.