



2023 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	12/25/22	01/07/23	01/09/23	01/13/23	
2	01/08/23	01/21/23	01/23/23	01/27/23	
3	01/22/23	02/04/23	02/06/23	02/10/23	
4	02/05/23	02/18/23	02/20/23	02/24/23	
5	02/19/23	03/04/23	03/06/23	03/10/23	
6	03/05/23	03/18/23	03/20/23	03/24/23	
7	03/19/23	04/01/23	04/03/23	04/06/23	Early pay date due to holiday
8	04/02/23	04/15/23	04/17/23	04/21/23	
9	04/16/23	04/29/23	05/01/23	05/05/23	
10	04/30/23	05/13/23	05/15/23	05/19/23	
11	05/14/23	05/27/23	05/30/23	06/02/23	
12	05/28/23	06/10/23	06/12/23	06/16/23	
13	06/11/23	06/24/23	06/26/23	06/30/23	
14	06/25/23	07/08/23	07/10/23	07/14/23	
15	07/09/23	07/22/23	07/24/23	07/28/23	
16	07/23/23	08/05/23	08/07/23	08/11/23	
17	08/06/23	08/19/23	08/21/23	08/25/23	
18	08/20/23	09/02/23	09/05/23	09/08/23	
19	09/03/23	09/16/23	09/18/23	09/22/23	
20	09/17/23	09/30/23	10/02/23	10/06/23	
21	10/01/23	10/14/23	10/16/23	10/20/23	
22	10/15/23	10/28/23	10/30/23	11/03/23	
23	10/29/23	11/11/23	11/13/23	11/17/23	
24	11/12/23	11/25/23	11/27/23	12/01/23	
25	11/26/23	12/09/23	12/11/23	12/15/23	
26	12/10/23	12/23/23	*12/20/23	12/29/23	*Timesheets required early (no later than 5 pm on 12/20), due to holiday/early payroll processing