

## 2024 Biweekly Payroll Calendar Due Dates

	Pay Period Begin Date	Pay Period End Date	Wednesday Payday	Payroll #	Timesheets and DTE Due (usually Monday)	Approver Deadline (usually Monday)	Forms Deadline to HR (Payday)	Run Payroll Reports (usually Wednesday)	Payroll Edits Due (usually Fri)	Payroll Close Date	Payroll #	Holidays (observed) & Comments
Fall '23	12/16/23	12/29/23	01/10/24	1	<b>01/02/24 by noon</b>	<b>01/02/24 by 7pm</b>	12/27/23	<b>01/04/24</b>	01/05/2024 by noon	01/08/24	1	Christmas - Dec 25, 2023
	12/30/23	01/12/24	01/24/24	2	<b>01/16/24 by noon</b>	<b>01/16/24 by 7pm</b>	01/10/24	<b>01/18/24</b>	01/19/2024 by noon	01/22/24	2	New Year - Jan 1
Spring 2024	01/13/24	01/26/24	02/07/24	3	01/29/24 by noon	01/29/24 by 7pm	01/24/24	01/31/24	02/02/2024 by noon	02/05/24	3	Martin Luther King - Jan 15
	01/27/24	02/09/24	02/21/24	4	02/12/24 by noon	02/12/24 by 7pm	02/07/24	02/14/24	<b>02/15/2024 by noon</b>	<b>02/16/24</b>	4	
	02/10/24	02/23/24	03/06/24	5	02/26/24 by noon	02/26/24 by 7pm	02/21/24	02/28/24	03/01/2024 by noon	03/04/24	5	President's Day - Feb 19
	02/24/24	03/08/24	03/20/24	6	03/11/24 by noon	03/11/24 by 7pm	03/06/24	03/13/24	03/15/2024 by noon	03/18/24	6	
	03/09/24	03/22/24	04/03/24	7	03/25/24 by noon	03/25/24 by 7pm	03/20/24	03/27/24	03/29/2024 by noon	04/01/24	7	
	03/23/24	04/05/24	04/17/24	8	04/08/24 by noon	04/08/24 by 7pm	04/03/24	04/10/24	04/12/2024 by noon	04/15/24	8	
	04/06/24	04/19/24	05/01/24	9	04/22/24 by noon	04/22/24 by 7pm	04/17/24	04/24/24	04/26/2024 by noon	04/29/24	9	
	04/20/24	05/03/24	05/15/24	10	05/06/24 by noon	05/06/24 by 7pm	05/01/24	05/08/24	05/10/2024 by noon	05/13/24	10	
	05/04/24	05/17/24	<b>05/29/24</b>	11	05/20/24 by noon	05/20/24 by 7pm	05/15/24	05/22/24	<b>05/23/2024 by noon</b>	<b>05/24/24</b>	11	
	05/18/24	05/31/24	06/12/24	12	06/03/24 by noon	06/03/24 by 7pm	05/29/24	06/05/24	06/07/2024 by noon	06/10/24	12	Memorial Day - May 27
	06/01/24	06/14/24	06/26/24	13	06/17/24 by noon	06/17/24 by 7pm	06/12/24	06/19/24	06/21/2024 by noon	06/24/24	13	
	06/15/24	06/28/24	07/10/24	14	07/01/24 by noon	07/01/24 by 7pm	06/26/24	07/03/24	07/05/2024 by noon	07/08/24	14	
	06/29/24	07/12/24	07/24/24	15	07/15/24 by noon	07/15/24 by 7pm	07/10/24	07/17/24	<b>07/18/2024 by noon</b>	<b>07/19/24</b>	15	Independence Day - Jul 4
	07/13/24	07/26/24	08/07/24	16	07/29/24 by noon	07/29/24 by 7pm	07/24/24	07/31/24	08/02/2024 by noon	08/05/24	16	
	07/27/24	08/09/24	08/21/24	17	08/12/24 by noon	08/12/24 by 7pm	08/07/24	08/14/24	08/16/2024 by noon	08/19/24	17	
	08/10/24	08/23/24	09/04/24	18	08/26/24 by noon	08/26/24 by 7pm	08/21/24	08/28/24	<b>08/29/2024 by noon</b>	<b>08/30/24</b>	18	
	08/24/24	09/06/24	09/18/24	19	09/09/24 by noon	09/09/24 by 7pm	09/04/24	09/11/24	09/13/2024 by noon	09/16/24	19	Labor Day - Sep 2
	09/07/24	09/20/24	10/02/24	20	09/23/24 by noon	09/23/24 by 7pm	09/18/24	09/25/24	09/27/2024 by noon	09/30/24	20	
09/21/24	10/04/24	10/16/24	21	10/07/24 by noon	10/07/24 by 7pm	10/02/24	10/09/24	<b>10/10/2024 by noon</b>	<b>10/11/24</b>	21		
10/05/24	10/18/24	<b>10/30/24</b>	22	10/21/24 by noon	10/21/24 by 7pm	10/16/24	10/23/24	10/25/2024 by noon	10/28/24	22		
10/19/24	11/01/24	11/13/24	23	11/04/24 by noon	11/04/24 by 7pm	10/30/24	11/06/24	<b>11/07/2024 by noon</b>	<b>11/08/24</b>	23		
11/02/24	11/15/24	11/27/24	24	11/18/24 by noon	11/18/24 by 7pm	11/13/24	11/20/24	<b>11/21/2024 by noon</b>	<b>11/22/24</b>	24	Veterans' Day - Nov 11	
11/16/24	11/29/24	12/11/24	25	12/02/24 by noon	12/02/24 by 7pm	11/27/24	12/04/24	12/06/2024 by noon	12/09/24	25	Thanksgiving Days Nov 28-29	
11/30/24	12/13/24	<b>12/24/24</b>	26	12/16/24 by noon	12/16/24 by 7pm	12/11/24	12/18/24	<b>12/19/2024 by noon</b>	<b>12/20/24</b>	26		
12/14/24	12/27/24	1/8/2025	1	12/30/24 by noon	12/30/24 by 7pm	12/24/24	<b>01/02/25</b>	01/03/2025 by noon	01/06/25	1	Christmas - Dec 25	

Deduction Holiday	Short timeline due to holiday
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