

Payroll Services x22911

Payment requests received after the cut off date will be paid in the next available pay period

PAY PERIOD SCHEDULE AND CUT OFF DATES

2019

Signed documents received by Payroll cut off	Casual Submission Cut off Date (8.00-pm)	Casual Timesheets Approved by cut off (1:00pm)	Casual payment file download	Payment Date	PayPeriod
2-January	28-December	2-January	2-January	10-January	PP14
16-January	11-January	16-January	16-January	24-January	PP15
30-January	25-January	30-January	30-January	7-February	PP16
13-February	8-February	13-February	13-February	21-February	PP17
27-February	22-February	27-February	27-February	7-March	PP18
13-March	8-March	13-March	13-March	21-March	PP19
27-March	22-March	27-March	27-March	4-April	PP20
10-April	5-April	10-April	10-April	18-April	PP21
24-April	19-April	24-April	24-April	2-May	PP22
8-May	3-May	8-May	8-May	16-May	PP23
22-May	17-May	22-May	22-May	30-May	PP24
5-June	31-May	5-June	5-June	13-June	PP25
19-June	14-June	19-June	19-June	27-June	PP26
3-July	28-June	3-July	3-July	11-July	PP01
17-July	12-July	17-July	17-July	25-July	PP02
31-July	26-July	31-July	31-July	8-August	PP03
14-August	9-August	14-August	14-August	22-August	PP04
28-August	23-August	28-August	28-August	5-September	PP05
11-September	6-September	11-September	11-September	19-September	PP06
25-September	20-September	25-September	25-September	3-October	PP07
9-October	4-October	9-October	9-October	17-October	PP08
23-October	18-October	23-October	23-October	31-October	PP09
6-November	1-November	6-November	6-November	14-November	PP10
20-November	15-November	20-November	20-November	28-November	PP11
2-December	29-November	03-Dec (3PM)	3-December	12-December	PP12 **
12-December	10-December	13-Dec (3PM)	13-December	24-December	PP13 **

** Adjusted schedule dates & times to accommodate Christmas closure period