

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

2020

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	27-December	02-Jan (3PM)	2-January	9-January	PP14	**
15-January	10-January	15-January	15-January	23-January	PP15	
29-January	24-January	29-January	29-January	6-February	PP16	
12-February	7-February	12-February	12-February	20-February	PP17	
26-February	21-February	26-February	26-February	5-March	PP18	
11-March	6-March	11-March	11-March	19-March	PP19	
25-March	20-March	25-March	25-March	2-April	PP20	
8-April	3-April	8-April	8-April	16-April	PP21	
22-April	17-April	22-April	22-April	30-April	PP22	
6-May	1-May	6-May	6-May	14-May	PP23	
20-May	15-May	20-May	20-May	28-May	PP24	
3-June	29-May	3-June	3-June	11-June	PP25	
17-June	12-June	17-June	17-June	25-June	PP26	
1-July	26-June	1-July	1-July	9-July	PP01	
15-July	10-July	15-July	15-July	23-July	PP02	
29-July	24-July	29-July	29-July	6-August	PP03	
12-August	7-August	12-August	12-August	20-August	PP04	
26-August	21-August	26-August	26-August	3-September	PP05	
9-September	4-September	9-September	9-September	17-September	PP06	
23-September	18-September	23-September	23-September	1-October	PP07	
7-October	2-October	7-October	7-October	15-October	PP08	
21-October	16-October	21-October	21-October	29-October	PP09	
4-November	30-October	4-November	4-November	12-November	PP10	
18-November	13-November	18-November	18-November	26-November	PP11	
				10-December	PP12	**
				24-December	PP13	**

** Adjusted schedule dates & times to accommodate Christmas closure period / public holidays