



## 2019 - 2020 PAYROLL SCHEDULES

<u>Payroll Month</u>	<u>Pay Period Beginning and Ending Dates</u>	<u>Date Paid</u>
July 2019	June 08 - July 05	July 31
August 2019	July 06 - August 9	August 30
September 2019	August 10 - September 06	September 30
October 2019	September 07 - October 04	October 31
November 2019	October 05 - November 01	November 22
December 2019	November 02 - December 06	December 20
January 2020	December 07 - January 10	January 31
February 2020	January 11 - February 07	February 28
March 2020	February 08 - March 06	March 31
April 2020	March 07 - April 03	April 30
May 2020	April 04 - May 8	May 29
June 2020	May 9 - June 05	June 30

**ALL LEAVE AND TIME EDITS MUST BE REQUESTED AND APPROVED BY THE MONDAY FOLLOWING THE PAYROLL CUTOFF DATE. IF A HOLIDAY FALLS ON MONDAY, THEN THESE TASKS MUST BE COMPLETED BY TUESDAY FOLLOWING PAYROLL CUTOFF DATE.**