

BI-WEEKLY SCHEDULE OF PAYROLL PERIODS FOR TAX YEAR 2020

Month	PAYPERIOD		CHANGES DUE BY	TIMECARDS DUE BY	PAYDAY	BW
	Begin	End	WEDNESDAY	MONDAY 9:00am	FRIDAY	
JAN	12/23/2019	1/5/2020	1/1/2020	1/6/2020	1/10/2020	1
	1/6/2020	1/19/2020	1/15/2020	1/20/2020	1/24/2020	2
FEB	1/20/2020	2/2/2020	1/29/2020	2/3/2020	2/7/2020	3
	2/3/2020	2/16/2020	2/12/2020	2/17/2020	2/21/2020	4
MAR	2/17/2020	3/1/2020	2/26/2020	3/2/2020	3/6/2020	5
	3/2/2020	3/15/2020	3/11/2020	3/16/2020	3/20/2020	6
APR	3/16/2020	3/29/2020	3/25/2020	3/30/2020	4/3/2020	7
	3/30/2020	4/12/2020	4/8/2020	4/13/2020	4/17/2020	8
MAY	4/13/2020	4/26/2020	4/22/2020	4/27/2020	5/1/2020	9
	4/27/2020	5/10/2020	5/6/2020	5/11/2020	5/15/2020	10
JUN	5/11/2020	5/24/2020	5/20/2020	5/25/2020	5/29/2020	11
	5/25/2020	6/7/2020	6/3/2020	6/8/2020	6/12/2020	12
JUL	6/8/2020	6/21/2020	6/17/2020	6/22/2020	6/26/2020	13
	6/22/2020	7/5/2020	7/1/2020	7/6/2020	7/10/2020	14
AUG	7/6/2020	7/19/2020	7/15/2020	7/20/2020	7/24/2020	15
	7/20/2020	8/2/2020	7/29/2020	8/3/2020	8/7/2020	16
SEPT	8/3/2020	8/16/2020	8/12/2020	8/17/2020	8/21/2020	17
	8/17/2020	8/30/2020	8/26/2020	8/31/2020	9/4/2020	18
OCT	8/31/2020	9/13/2020	9/9/2020	9/14/2020	9/18/2020	19
	9/14/2020	9/27/2020	9/23/2020	9/28/2020	10/2/2020	20
NOV	9/28/2020	10/11/2020	10/7/2020	10/12/2020	10/16/2020	21
	10/12/2020	10/25/2020	10/21/2020	10/26/2020	10/30/2020	22
DEC	10/26/2020	11/8/2020	11/4/2020	11/9/2020	11/13/2020	23
	11/9/2020	11/22/2020	11/18/2020	11/23/2020	11/27/2020	24
DEC	11/23/2020	12/6/2020	12/2/2020	12/7/2020	12/11/2020	25
	12/7/2020	12/20/2020	12/16/2020	12/21/2020	12/25/2020	26

PLEASE NOTE: TO MAKE CORRECTION TO YOUR TIME CARD DO THE FOLLOWING:

Draw ONE (1) line through the mistake and initial change.

Carefully write the correct data as close to the original entry as possible.

**TIME CARDS WITH WHITE-OUT OR SCRIBBLED OUT INFORMATION WILL NOT BE ACCEPTABLE!!
ALL TIMECARDS MUST BE FILLED OUT IN INK AND HAVE A SUPERVISOR'S SIGNATURE!!!!**