

# SEMI-MONTHLY PAY PERIOD SCHEDULE

Paid on the 14th and 29th of the month for 2016 - 2017

Current work week is (Sunday - Saturday)

1st - 15th paid on the 29th of each month

16th - last day of the month paid on the 14th of next month

Payday will be earlier if the 14th or 29th fall on a weekend or holiday

From	To	Timesheets to Payroll	Pay Cycle	Payday	Memos and Parfs to HR
07/01/2016	07/15/2016	07/18/2016	1601014	<b>07/28/2016</b>	07/18/2016
07/16/2016	07/31/2016	08/01/2016	1601015	<b>08/12/2016</b>	08/01/2016
08/01/2016	08/15/2016	08/16/2016	1601016	<b>08/29/2016</b>	08/16/2016
08/16/2016	08/31/2016	09/01/2016	1601017	<b>09/14/2016</b>	09/01/2016
09/01/2016	09/15/2016	09/16/2016	1601018	<b>09/29/2016</b>	09/16/2016
09/16/2016	09/30/2016	10/03/2016	1601019	<b>10/12/2016</b>	10/03/2016
10/01/2016	10/15/2016	10/17/2016	1601020	<b>10/28/2016</b>	10/17/2016
10/16/2016	10/31/2016	11/01/2016	1601021	<b>11/14/2016</b>	11/01/2016
11/01/2016	11/15/2016	11/16/2016	1601022	<b>11/29/2016</b>	11/16/2016
11/16/2016	11/30/2016	12/01/2016	1601023	<b>12/14/2016</b>	12/01/2016
12/01/2016	12/15/2016	12/16/2016	1601024	<b>12/29/2016</b>	12/16/2016
12/16/2016	12/31/2016	01/03/2017	1701001	<b>01/13/2017</b>	01/03/2017
01/01/2017	01/15/2017	01/17/2017	1701002	<b>01/27/2017</b>	01/17/2017
01/16/2017	01/31/2017	02/01/2017	1701003	<b>02/14/2017</b>	02/01/2017
02/01/2017	02/15/2017	02/16/2017	1701004	<b>02/28/2017</b>	02/16/2017
02/16/2017	02/28/2017	03/01/2017	1701005	<b>03/14/2017</b>	03/01/2017
03/01/2017	03/15/2017	03/10/2017	1701006	<b>03/29/2017</b>	03/10/2017
03/16/2017	03/31/2017	04/03/2017	1701007	<b>04/14/2017</b>	04/03/2017
04/01/2017	04/15/2017	04/17/2017	1701008	<b>04/28/2017</b>	04/17/2017
04/16/2017	04/30/2017	05/01/2017	1701009	<b>05/12/2017</b>	05/01/2017
05/01/2017	05/15/2017	05/16/2017	1701010	<b>05/26/2017</b>	05/16/2017
05/16/2017	05/31/2017	06/01/2017	1701011	<b>06/14/2017</b>	06/01/2017
06/01/2017	06/15/2017	06/19/2017	1701012	<b>06/29/2017</b>	06/19/2017
06/16/2017	06/30/2017	07/03/2017	1701013	<b>07/13/2017</b>	07/03/2017
07/01/2017	07/15/2017	07/17/2017	1701014	<b>07/27/2017</b>	07/17/2017
07/16/2017	07/31/2017	08/01/2017	1701015	<b>08/14/2017</b>	08/01/2017
08/01/2017	08/15/2017	08/16/2017	1701016	<b>08/29/2017</b>	08/16/2017
08/16/2017	08/31/2017	09/01/2017	1701017	<b>09/14/2017</b>	09/01/2017
09/01/2017	09/15/2017	09/18/2017	1701018	<b>09/29/2017</b>	09/18/2017

Memos and Parfs are due to Human Resources the last day of each pay period to be effective on the following payday

Please note - one early Memos and Parfs turn in date on Friday, 03/10/2017

Please note - one early timesheet turn in date on Friday, 03/10/2017

Employees may need to estimate hours worked on 03/10/2017 - 03/15/2017 and must submit a REVISED timesheet the following pay period if changes are needed