**External Payroll Calendar for 2024**

**Date Day of Week Payroll Process**

January 1 Monday UI Holiday

January 2 Tuesday Monthly payday

January 2 Tuesday Bi-weekly payday

January 7 Sunday Bi-weekly pay period begins

January 8 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

January 9 Tuesday Bi-weekly ETR’s due

January 10 Wednesday Bi-weekly cut-off at 5 pm

January 15 Monday UI Holiday

January 16 Tuesday Bi-weekly payday

January 18 Thursday Deadline for submitting Monthly P&S ETR’s

January 21 Sunday Bi-weekly pay period begins

January 22 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

January 23 Tuesday Bi-weekly ETR’s due

January 24 Wednesday Bi-weekly Cut-Off 5 pm

January 25 Thursday Monthly cut-off at 5 pm

January 29 Monday No Checks Issued

January 30 Tuesday Bi-weekly payday

February 1 Thursday Monthly payday

February 4 Sunday Bi-weekly pay period begins

February 5 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

February 6 Tuesday Bi-weekly ETR’s due

February 7 Wednesday Bi-weekly cut-off at 5 pm

February 13 Tuesday Bi-weekly payday

February 16 Friday Deadline for submitting Monthly P&S ETR’s

February 18 Sunday  Bi-weekly pay period begins

February 19 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

February 20 Tuesday Bi-weekly ETR’s due

February 21 Wednesday Bi-weekly Cut-Off 5 pm

February 23 Friday Monthly Cut-Off at 5 pm

February 27 Tuesday No Checks Issued

February 27 Tuesday Bi-weekly payday

March 1 Friday Monthly payday

March 3 Sunday Bi-weekly pay period begins

March 4 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

March 5 Tuesday Bi-weekly ETR’s due

March 6 Wednesday Bi-weekly cut-off at 5 pm

March 12 Tuesday Bi-weekly payday

March 17 Sunday Bi-weekly pay period begins

March 18 Monday Deadline for submitting Monthly P&S ETR’s

March 18 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

March 19 Tuesday Bi-weekly ETR’s due

March 20 Wednesday Bi-weekly cut-off at 5 pm

March 25 Monday Monthly cut-off at 5 pm

March 26 Tuesday Bi-weekly payday

March 27 Wednesday No checks issued

March 31 Sunday Bi-weekly pay period begins

April 1 Monday Monthly payday

April 1 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

April 2 Tuesday Bi-weekly ETR’s due

April 3 Wednesday Bi-weekly cut-off at 5 pm

April 9 Tuesday Bi-weekly payday

April 14 Sunday B-weekly pay period begins

April 15 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

April 16 Tuesday Bi-weekly ETR’s due

April 17 Wednesday Deadline for submitting Monthly P&S ETR’s

April 17 Wednesday Bi-weekly cut-off at 5 pm

April 23 Tuesday Bi-weekly payday

April 24 Wednesday Monthly cut-off at 5 pm

April 26 Friday No checks issued

April 28 Sunday Bi-weekly pay period begins

April 29 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

April 30 Tuesday Bi-weekly ETR’s due

May 1 Wednesday Monthly payday

May 1 Wednesday Bi-weekly cut-off

May 7 Tuesday Bi-weekly payday

May 12 Sunday Bi-weekly pay period begins

May 13 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

May 14 Tuesday Bi-weekly ETR’s due

May 15 Wednesday Bi-weekly cut-off at 5 pm

May 20 Monday Deadline for submitting Monthly P&S ETR’s

May 21 Tuesday Bi-weekly payday

May 24 Friday Monthly cut-off at 5 pm

May 26 Sunday Bi-weekly pay period begins

May 27 Monday UI Holiday

May 28 Tuesday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

May 28 Tuesday Bi-weekly ETR’s due

May 29 Wednesday Bi-weekly cut-off at 5 pm

May 29 Wednesday No checks issued

June 3 Monday Monthly payday

June 4 Tuesday Bi-weekly payday

June 9 Sunday Bi-weekly pay period begins

June 10 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

June 11 Tuesday Bi-weekly ETR’s due

June 12 Wednesday Bi-weekly cut-off at 5 pm

June 17 Monday Deadline for submitting Monthly P&S ETR’s

June 18 Tuesday Bi-weekly payday

June 23 Sunday Bi-weekly pay period begins

June 24 Monday Monthly cut-off at 5 pm

June 24 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

June 25 Tuesday Bi-weekly ETR’s due

June 26 Wednesday No checks issued

June 26 Wednesday Bi-weekly cut-off at 5 pm

July 1 Monday Monthly payday

July 2 Tuesday Bi-weekly payday

July 4 Thursday UI Holiday

July 7 Sunday Bi-weekly pay period begins

July 8 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

July 9 Tuesday Bi-weekly ETR’s due

July 10 Wednesday Bi-weekly Cut-off at 5 pm

July 16 Tuesday Bi-weekly payday

July 18 Thursday Deadline for submitting Monthly P&S ETR’s

July 21 Sunday Bi-weekly pay period begins

July 22 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

July 23 Tuesday Bi-weekly ETR’s due

July 24 Wednesday Bi-weekly cut-off at 5 pm

July 25 Thursday Monthly cut-off 5 pm

July 29 Monday No Checks Issued

July 30 Tuesday Bi-weekly payday

August 1 Thursday Monthly payday

August 4 Sunday Bi-weekly pay period begins

August 5 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

August 6 Tuesday Bi-weekly ETR’s due

August 7 Wednesday Bi-weekly cut-off at 5 pm

August 13 Tuesday Bi-weekly payday

August 18 Sunday Bi-weekly pay period begins

August 19 Monday Deadline for submitting Monthly P&S ETR’s

August 19 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

August 20 Tuesday Bi-weekly ETR’s due

August 21 Wednesday Bi-weekly cut-off at 5 pm

August 26 Monday Monthly cut-off at 5 pm

August 27 Tuesday Bi-weekly payday

August 28 Wednesday No Checks issued

September 1 Sunday Bi-weekly pay period begins

September 2 Monday UI Holiday

September 3 Tuesday Bi-weekly ETR’s due

September 3 Tuesday Monthly payday

September 3 Tuesday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

September 4 Wednesday Bi-weekly cut-off at 5 pm

September 10 Tuesday Bi-weekly payday

September 15 Sunday Bi-weekly pay period begins

September 16 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

September 17 Tuesday Deadline for submitting Monthly P&S ETR’s

September 17 Tuesday Bi-weekly ETR’s due

September 18 Wednesday Bi-weekly cut-off 5 pm

September 24 Tuesday Monthly cut-off at 5 pm

September 24 Tuesday Bi-weekly payday

September 26 Thursday No checks issued

September 29 Sunday Bi-weekly pay period begins

September 30 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

October 1 Tuesday Monthly payday

October 1 Tuesday Bi-weekly ETR’s due

October 2 Wednesday Bi-weekly cut-off at 5 pm

October 8 Tuesday Bi-weekly payday

October 13 Sunday Bi-weekly pay period begins

October 14 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

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October 18 Friday Deadline for submitting Monthly P&S ETR’s

October 22 Tuesday Bi-weekly payday

October 25 Friday Monthly cut-off 5 pm

October 27 Sunday Bi-weekly pay period begins

October 28 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

October 29 Tuesday Bi-weekly ETR’s due

October 29 Tuesday No checks issued

October 30 Wednesday Bi-weekly cut-off 5 pm

November 1 Friday Monthly payday

November 5 Tuesday Bi-weekly payday

November 10 Sunday Bi-weekly pay period begins

November 11 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

November 12 Tuesday Bi-weekly ETR’s due

November 13 Wednesday Bi-weekly cut-off at 5 pm

November 14 Thursday Deadline for submitting Monthly P&S ETR’s

November 19 Tuesday Bi-weekly payday

November 21 Thursday Monthly cut-off at 5 pm

November 24 Sunday Bi-weekly pay period begins

November 25 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

November 25 Monday No checks issued

November 26 Tuesday Bi-weekly ETR’s due

November 26 Tuesday Bi-weekly cut-off 5 pm

November 28 Thursday UI Holiday

November 29 Friday UI Holiday

December 2 Monday Monthly payday

December 3 Tuesday Bi-weekly pay day

December 8 Sunday Bi-weekly pay period begins

December 9 Monday Submit Bi-weekly Merit and Non-exempt P&S ETR’s

December 10 Tuesday Bi-weekly ETR’s due

December 11 Wednesday Bi-weekly cut-off at 5 PM

December 16 Monday Deadline for submitting Monthly P&S ETR’s

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December 22 Sunday Bi-weekly pay period begins

December 23 Monday Monthly cut-off at 5 PM

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December 27 Friday No checks issued

December 31 Tuesday Bi-weekly payday