

BI-WEEKLY PAYROLL SCHEDULE

PAY ID	PAY PERIOD	EMPLOYEES	SUPERVISORS	PAY DATES	
		SUBMIT BY MIDNIGHT	APPROVE BY 12PM		
1	12/15/24 - 12/28/24	12/28/24	12/30/24	01/03/25	Friday
2	12/29/24 - 01/11/25	01/11/25	01/13/25	01/17/25	Friday
3	01/12/25 - 01/25/25	01/25/25	01/27/25	01/31/25	Friday
4	01/26/25 - 02/08/25	02/08/25	02/10/25	02/14/25	Friday
5	02/09/25 - 02/22/25	02/22/25	02/24/25	02/28/25	Friday
6	02/23/25 - 03/08/25	03/08/25	03/10/25	03/14/25	Friday
7	03/09/25 - 03/22/25	03/22/25	03/24/25	03/28/25	Friday
8	03/23/25 - 04/05/25	04/05/25	04/07/25	04/11/25	Friday
9	04/06/25 - 04/19/25	04/19/25	04/21/25	04/25/25	Friday
10	04/20/25 - 05/03/25	05/03/25	05/05/25	05/09/25	Friday
11	05/04/25 - 05/17/25	05/17/25	05/19/25	05/23/25	Friday
12	05/18/25 - 05/31/25	05/31/25	06/02/25	06/06/25	Friday
13	06/01/25 - 06/14/25	06/14/25	06/16/25	06/20/25	Friday
14	06/15/25 - 06/28/25	06/28/25	06/30/25	07/04/25	Friday
15	06/29/25 - 07/12/25	07/12/25	07/14/25	07/18/25	Friday
16	07/13/25 - 07/26/25	07/26/25	07/28/25	08/01/25	Friday
17	07/27/25 - 08/09/25	08/09/25	08/11/25	08/15/25	Friday
18	08/10/25 - 08/23/25	08/23/25	08/25/25	08/29/25	Friday
19	08/24/25 - 09/06/25	09/06/25	09/08/25	09/12/25	Friday
20	09/07/25 - 09/20/25	09/20/25	09/22/25	09/26/25	Friday
21	09/21/25 - 10/04/25	10/04/25	10/06/25	10/10/25	Friday
22	10/05/25 - 10/18/25	10/18/25	10/20/25	10/24/25	Friday
23	10/19/25 - 11/01/25	11/01/25	11/03/25	11/07/25	Friday
24	11/02/25 - 11/15/25	11/15/25	11/17/25	11/21/25	Friday
25	11/16/25 - 11/29/25	11/29/25	12/01/25	12/05/25	Friday
26	11/30/25 - 12/13/25	12/13/25	12/15/25	12/19/25	Friday