

PAYROLL SCHEDULE 2018-2019

<u>MONTH</u>	<u>CUT-OFF</u>	<u>PAY-DATE</u>
AUG	08/03/18	8/24/18
SEP	9/07/18	9/25/18
OCT	10/05/18	10/25/18
NOV	11/02/18	11/16/18
DEC	12/07/18	12/21/18
JAN	1/04/19	1/25/19
FEB	2/01/19	2/25/19
MAR	3/01/19	3/25/19
APR	4/05/19	4/25/19
MAY	5/03/19	5/24/19
JUN	6/07/19	6/25/19
JUL	7/05/19	7/25/19

PLEASE NOTE: All Extra Duty pay forms, time cards, etc. must be turned in to the Human Resources Dept on Monday following the cut-off date. The cut-off date will also be the last day any changes to payroll will be accepted for that month (i.e., insurance changes, direct deposit changes, name changes, etc.)