

BIWEEKLY PAYROLL SCHEDULE

Listed below are the distribution and change submission dates for the Biweekly Payroll for the **Fiscal Year 2009 – 2010**.

Changes must be submitted to the Payroll Office no later than the due date for inclusion in the current payroll. If applicable, all Payroll and Personnel forms must be completed prior to the dates indicated. Otherwise, the changes or additions will be held until the next scheduled payroll.

If you have any questions, you may contact Christy Winston at extension 5093.

PAY PERIOD BEGINS	PAY PERIOD ENDS	CHANGES DUE	DISBURSEMENT DATE	PAYS REMAINING
06-14-2009	06-27-2009	06-24-2009	07-02-2009	26
06-28-2009	07-11-2009	07-08-2009	07-17-2009	25
07-12-2009	07-25-2009	07-22-2009	07-31-2009	24
07-26-2009	08-08-2009	08-05-2009	08-14-2009	23
08-09-2009	08-22-2009	08-19-2009	08-28-2009	22
08-23-2009	09-05-2009	09-02-2009	09-11-2009	21
09-06-2009	09-19-2009	09-16-2009	09-25-2009	20
09-20-2009	10-03-2009	09-30-2009	10-09-2009	19
10-04-2009	10-17-2009	10-14-2009	10-23-2009	18
10-18-2009	10-31-2009	10-28-2009	11-06-2009	17
11-01-2009	11-14-2009	11-11-2009	11-20-2009	16
11-15-2009	11-28-2009	11-23-2009	12-04-2009	15
11-29-2009	12-12-2009	12-09-2009	12-18-2009	14
12-13-2009	12-26-2009	12-16-2009	01-04-2010*	13
12-27-2009	01-09-2010	01-06-2010	01-15-2010	12
01-10-2010	01-23-2010	01-20-2010	01-29-2010	11
01-24-2010	02-06-2010	02-03-2010	02-12-2010	10
02-07-2010	02-20-2010	02-17-2010	02-26-2010	9
02-21-2010	03-06-2010	03-03-2010	03-12-2010	8
03-07-2010	03-20-2010	03-16-2010	03-24-2010	7
03-21-2010	04-03-2010	03-31-2010	04-09-2010	6
04-04-2010	04-17-2010	04-14-2010	04-23-2010	5
04-18-2010	05-01-2010	04-28-2010	05-07-2010	4
05-02-2010	05-15-2010	05-12-2010	05-21-2010	3
05-16-2010	05-29-2010	05-26-2010	06-04-2010	2
05-30-2010	06-12-2010	06-09-2010	06-18-2010	1

Dates in **BOLD ITALICS** are change deadlines other than typical Wednesday deadlines and disbursement dates other than the regular Friday dates.

***PAYROLL CAN NOT BE DISPERSED ON A LEGAL HOLIDAY, AND BECAUSE OF CAFETERIA PLAN DEDUCTIONS, IT WILL BE NECESSARY TO DISPERSE PAYROLL ON MONDAY, JANUARY 4, 2010. PLEASE PLAN ACCORDINGLY.**