



## Cambridge Pay Day/Timesheet Schedule 2019

Timesheets for 4 weeks ending	Deadline which they need to reach Purple by	Payday
13/01/19	11/01/19	18/01/19
10/02/19	08/02/19	15/02/19
10/03/19	08/03/19	15/03/19
07/04/19	05/04/19	12/04/19
05/05/19	01/05/19	10/05/19
02/06/19	31/05/19	07/06/19
30/06/19	28/06/19	05/07/19
28/07/19	26/07/19	02/08/19
25/08/19	21/08/19	30/08/19
22/09/19	20/09/19	27/09/19
20/10/19	18/10/19	25/10/19
17/11/19	15/11/19	22/11/19
15/12/19	TBC	20/12/19

**Please submit your timesheet by the deadline above. Any timesheet received after the above dates will be processed and paid on the next 4 weekly pay day. If necessary please estimate your hours and adjust in the following pay period.**

**Email:** [Payments@wearepurple.org.uk](mailto:Payments@wearepurple.org.uk)

**Tel:** 01245 392 300

**Address:** Purple (Cambs), Ivan Peck House, Grund Floor, 1 Russel Way, Chelmsford, CM1 3AA