



## Thurrock Pay Day Timesheet Schedule

Timesheets for 4 weeks ending	Deadline by which they need to reach Purple by:	Pay Day
13/01/2019	11/01/2019 by 12 noon	18/01/2019
10/02/2019	08/02/2019 by 12 noon	15/02/2019
10/03/2019	08/03/2019 by 12 noon	15/03/2019
07/04/2019	05/04/2019 by 12 noon	12/04/2019
05/05/2019	02/05/2019 by 12 noon Early Due to Bank Holiday Monday	10/05/2019
02/06/2019	31/05/2019 by 12 noon	07/06/2019
30/06/2019	28/06/2019 by 12 noon	05/07/2019
28/07/2019	26/07/2019 by 12 noon	02/08/2019
25/08/2019	22/08/2019 by 12 noon Early Due to Bank Holiday Monday	30/08/2019
22/09/2019	20/09/2019 by 12 noon	27/09/2019
20/10/2019	18/10/2019 by 12 noon	25/10/2019
17/11/2019	15/11/2019 by 12 noon	22/11/2019
15/12/2019	TBC	20/12/2019

**Please submit your timesheets by the deadlines above. Any timesheets 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.**

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