**Cambridgeshire Pay Day Timesheet Schedule**

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| **Timesheets for****4 weeks ending** | **Deadline by which they need to reach Purple by:** | **Pay Day** |
| 15/12/2019 | 11/12/2019 by 12 noonEarly due to Christmas Holidays  | 20/12/2019 |
| 12/01/2020 | 10/01/2020 by 12 noon | 17/01/2020 |
| 09/02/2020 | 07/02/2020 by 12 noon | 14/02/2020 |
| 08/03/2020 | 06/03/2020 by 12 noon | 13/03/2020 |
| 05/04/2020 | 02/04/2020 by 12 noonEarly due to Bank Holiday Friday | 09/04/2020 |
| 03/05/2020 | 30/04/2020 by 12 noonEarly due to Bank Holiday Friday | 07/05/2020 |
| 31/05/2020 | 29/05/2020 by 12 noon | 05/06/2020 |
| 28/06/2020 | 26/06/2020 by 12 noon | 03/07/2020 |
| 26/07/2020 | 24/07/2020 by 12 noon | 31/07/2020 |
| 23/08/2020 | 21/08/2020 by 12 noon | 28/08/2020 |
| 20/09/2020 | 18/09/2020 by 12 noon | 25/09/2020 |
| 18/10/2020 | 16/10/2020 by 12 noon | 23/10/2020 |
| 15/11/2020 | 13/11/2020 by 12 noon | 20/11/2020 |
| 13/12/2020 | 09/12/2020 by 12 noon | 18/12/2020 |

**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.**