

Essex Pay Day Timesheet Schedule

Timesheets for 4 weeks ending	Deadline by which they need to reach Purple by:	Pay Day
22/12/2019	11/12/2019 by 12 noon Early due to Christmas Holidays	20/12/2019
19/01/2020	17/01/2020 by 12 noon	24/01/2020
16/02/2020	14/02/2020 by 12 noon	21/02/2020
15/03/2020	13/03/2020 by 12 noon	20/03/2020
12/04/2020	09/04/2020 by 12 noon Early due to Bank Holiday Friday	17/04/2020
10/05/2020	07/05/2020 by 12 noon Early due to Bank Holiday Friday	15/05/2020
07/06/2020	05/06/2020 by 12 noon	12/06/2020
05/07/2020	03/07/2020 by 12 noon	10/07/2020
02/08/2020	31/07/2020 by 12 noon	07/08/2020
30/08/2020	27/08/2020 by 12 noon Early due to Bank Holiday Monday	04/09/2020
27/09/2020	25/09/2020 by 12 noon	02/10/2020
25/10/2020	23/10/2020 by 12 noon	30/10/2020
22/11/2020	20/11/2020 by 12 noon	27/11/2020
27/12/2020	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.

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