

PE Pay Period End	PB Pay Period Begin	
CT Compute	PD Pay Day	H Holiday
VIFD Vendor Inbound File Deadline	PYA Prior Year Adjustments	

JANUARY							FEBRUARY							MARCH							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	
1	2 H	3	4 VIFD	5	6 PE	7 PB				1 VIFD	2	3 PE	4 PB				1 VIFD	2	3 PE	4 PB	
8	9	10 CT	11	12 PD 1	13	14	5	6	7 CT	8	9 PD 3	10	11	5	6	7 CT	8	9 PD 5	10	11	
15	16 H	17	18 PYA VIFD	19	20 PE	21 PB	12	13	14	15 VIFD	16	17 PE	18 PB	12	13	14	15 PYA VIFD	16	17 PE	18 PB	
22	23	24 CT	25	26 PD 2	27	28	19	20 H	21 CT	22	23 PD 4	24	25	19	20	21 CT	22	23 PD 6	24	25	
29	30	31					26	27	28					26	27	28	29 VIFD	30	31 PE		
APRIL							MAY							JUNE							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	
						1 PB		1	2 CT	3	4 PD 9	5	6					1 PD 11	2	3	
2	3	4 CT	5	6 PD 7	7	8	7	8	9	10 VIFD	11	12 PE	13 PB	4	5	6	7 VIFD	8	9 PE	10 PB	
9	10	11	12 VIFD	13	14 PE	15 PB	14	15	16	17 CT	18	19 PD 10	20	11	12	13	14 CT	15	16 PD 12	17	
16	17	18 CT	19	20 PD 8	21	22	21	22 Statewide Payroll Mtg	23	24 VIFD	25	26 PE	27 PB	18	19	20	21 PYA VIFD	22	23 PE	24 PB	
23	24	25	26 VIFD	27	28 PE	29 PB	28	29 H	30 CT	31				25	26	27	28 CT	29	30 PD 13		
30																					
JULY							AUGUST							SEPTEMBER							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	
						1			1	2 VIFD	3	4 PE	5 PB						1 PE	2 PB	
2	3	4 H	5 VIFD	6	7 PE	8 PB	6	7	8	9 CT	10	11 PD 16	12	3	4 H	5 CT	6	7 PD 18	8	9	
9	10	11 CT	12	13 PD 14	14	15	13	14	15	16 VIFD	17	18 PE	19 PB	10	11	12	13 VIFD	14	15 PE	16 PB	
16	17	18	19 VIFD	20	21 PE	22 PB	20	21	22	23 CT	24	25 PD 17	26	17	18	19	20 CT	21	22 PD 19	23	
23	24	25	26	27	28	29	27	28	29	30 VIFD	31			24	25	26	27 PYA VIFD	28	29 PE	30 PB	
30	31	CT		PD 15																	
OCTOBER							NOVEMBER							DECEMBER							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	
1	2	3 CT	4	5 PD 20	6	7				1	2	3	4						1	2	
8	9 H	10	11 VIFD	12	13 PE	14 PB	5	6	7	8 VIFD	9	10 H PE	11 PB	3	4	5	6 VIFD	7	8 PE	9 PB	
15	16 H	17 CT	18	19 PD 21	20	21	12	13	14	15	16	17 CT	18	10	11	12	13 CT	14	15 PD 25	16	
22	23	24	25 VIFD	26	27 PE	28 PB	19	20 Statewide Payroll Mtg	21	22 VIFD	23 H	24 PE	25 PB	17	18	19	20 VIFD	21	22 PE	23 PB	
29	30	31 CT					26	27	28	29	30			24	25 H	26 CT	27	28	29	30	
														31							

4 Payrolls with Compressed Preparation Time