

PAYROLL SCHEDULE 2025

no.	PAY PERIOD	PAY PERIOD STARTS	PAY PERIOD ENDS AND PAYROLL PAPERWORK DEADLINE FRIDAY - 4:00 P.M.	TIMECARD SIGN-OFF DEADLINE MONDAY - 2 P.M.	PAY DATE
1	2501	12/14/2024	12/27/2024	12/30/2024*	1/3/2025
2	2502	12/28/2024	1/10/2025	1/13/2025	1/17/2025
3	2503	1/11/2025	1/24/2025	1/27/2025	1/31/2025
4	2504	1/25/2025	2/7/2025	2/10/2025	2/14/2025
5	2505	2/8/2025	2/21/2025	2/24/2025	2/28/2025
6	2506	2/22/2025	3/7/2025	3/10/2025	3/14/2025
7	2507	3/8/2025	3/21/2025	3/24/2025	3/28/2025
8	2508	3/22/2025	4/4/2025	4/7/2025	4/11/2025
9	2509	4/5/2025	4/18/2025	4/21/2025	4/25/2025
10	2510	4/19/2025	5/2/2025	5/5/2025	5/9/2025
11	2511	5/3/2025	5/16/2025	5/19/2025	5/23/2025
12	2512	5/17/2025	5/30/2025	6/2/2025	6/6/2025
13	2513	5/31/2025	6/13/2025	6/16/2025	6/20/2025
14	2514	6/14/2025	6/27/2025	6/30/2025*	7/3/2025**
15	2515	6/28/2025	7/11/2025	7/14/2025	7/18/2025
16	2516	7/12/2025	7/25/2025	7/28/2025	8/1/2025
17	2517	7/26/2025	8/8/2025	8/11/2025	8/15/2025
18	2518	8/9/2025	8/22/2025	8/25/2025	8/29/2025
19	2519	8/23/2025	9/5/2025	9/8/2025	9/12/2025
20	2520	9/6/2025	9/19/2025	9/22/2025	9/26/2025
21	2521	9/20/2025	10/3/2025	10/6/2025	10/10/2025
22	2522	10/4/2025	10/17/2025	10/20/2025	10/24/2025
23	2523	10/18/2025	10/31/2025	11/3/2025	11/7/2025
24	2524	11/1/2025	11/14/2025	11/17/2025	11/21/2025
25	2525	11/15/2025	11/28/2025	12/1/2025	12/5/2025
26	2526	11/29/2025	12/12/2025	12/15/2025	12/19/2025

**Due to holidays, payroll will sign-off all timecards. Supervisors to "Approve" timecards by end of day Friday.*

***Pay day on Thursday due to holiday on Friday, 7/4/2025*

2026

1	2601	12/13/2025	12/26/2025	12/29/2025*	1/2/2026
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