

## 2024 PART-TIME PAYROLL SCHEDULE

PAY #	Pay Period		Employee timesheet due date:	TIMEKEEPERS/Supervisor Timesheet Approvals By:	PAY DATE	
	From	To				
1	10-Dec-23	23-Dec-23	12-Dec-23 (noon)	13-Dec-23 (noon)	FRIDAY	05-Jan-24
2	24-Dec-23	06-Jan-24	07-Jan-24	09-Jan-24	FRIDAY	19-Jan-24
3	07-Jan-24	20-Jan-24	21-Jan-24	23-Jan-24	FRIDAY	02-Feb-24
4	21-Jan-24	03-Feb-24	04-Feb-24	06-Feb-24	FRIDAY	16-Feb-24
5	04-Feb-24	17-Feb-24	18-Feb-24	21-Feb-23	FRIDAY	01-Mar-24
6	18-Feb-24	02-Mar-24	03-Mar-24	05-Mar-24	FRIDAY	15-Mar-24
7	03-Mar-24	16-Mar-24	17-Mar-24	19-Mar-24	THURS	28-Mar-24
8	17-Mar-24	30-Mar-24	31-Mar-24	02-Apr-24	FRIDAY	12-Apr-24
9	31-Mar-24	13-Apr-24	14-Apr-24	16-Apr-24	FRIDAY	26-Apr-24
10	14-Apr-24	27-Apr-24	28-Apr-24	30-Apr-24	FRIDAY	10-May-24
11	28-Apr-24	11-May-24	12-May-24	14-May-24	FRIDAY	24-May-24
12	12-May-24	25-May-24	26-May-24	28-May-24	FRIDAY	07-Jun-24
13	26-May-24	08-Jun-24	09-Jun-24	11-Jun-24	FRIDAY	21-Jun-24
14	09-Jun-24	22-Jun-24	23-Jun-24	25-Jun-24	FRIDAY	05-Jul-24
15	23-Jun-24	06-Jul-24	07-Jul-24	09-Jul-24	FRIDAY	19-Jul-24
16	07-Jul-24	20-Jul-24	21-Jul-24	23-Jul-24	FRIDAY	02-Aug-24
17	21-Jul-24	03-Aug-24	04-Aug-24	06-Aug-24	FRIDAY	16-Aug-24
18	04-Aug-24	17-Aug-24	18-Aug-24	20-Aug-24	FRIDAY	30-Aug-24
19	18-Aug-24	31-Aug-24	01-Sep-24	03-Sep-24	FRIDAY	13-Sep-24
20	01-Sep-24	14-Sep-24	15-Sep-24	17-Sep-24	FRIDAY	27-Sep-24
21	15-Sep-24	28-Sep-24	29-Sep-24	01-Oct-24	FRIDAY	11-Oct-24
22	29-Sep-24	12-Oct-24	13-Oct-24	15-Oct-24	FRIDAY	25-Oct-24
23	13-Oct-24	26-Oct-24	27-Oct-24	29-Oct-24	FRIDAY	08-Nov-24
24	27-Oct-24	09-Nov-24	10-Nov-24	12-Nov-24	FRIDAY	22-Nov-24
25	10-Nov-24	23-Nov-24	19-Nov-24	21-Nov-24 (noon)	FRIDAY	06-Dec-24
26	24-Nov-24	07-Dec-24	02-Dec-24	4-Dec-2024 (noon)	FRIDAY	20-Dec-24
1	08-Dec-24	21-Dec-24	11-Dec-24	12-Dec-24	FRIDAY	03-Jan-25
2	22-Dec-24	04-Jan-25	05-Jan-25	07-Jan-25	FRIDAY	17-Jan-25

**\*\*Note adjusted pay day**

**\*\*Note timesheet due date**

**\*\*Note timesheet due date**

**\*\*Note timesheet due date**

**\*\* Manual cheques will not be issued for late timesheets. Timesheets submitted after the due dates, will be paid on the next scheduled pay date.**