


December 2016

2017 AGENCY PAYROLL CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																						
	<table border="1"> <caption>Nov 2016</caption> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				<table border="1"> <caption>Jan 2017</caption> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					1 SAD PAYDAY 11:00 am EFT Cancel Deadline-SUPP	2 Collection Cutoff-BIWK	3	<table border="1"> <tr><td>176 CONTRACTED HOURS</td></tr> <tr><td>22 WORKDAYS</td></tr> </table>	176 CONTRACTED HOURS	22 WORKDAYS
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11	12 11:00 am EFT Cancel Deadline-CJIP 7:00 pm PF Cutoff-SUPP Vo. Date - SAD Collection Cutoff-SUPP	13 11:00 am EFT Cancel Deadline-SAD PROCESS SUPP PAYROLL	14 CJIP PAYDAY Vo. Date - SUPP	15 SAD PAYDAY 11:00 am EFT Cancel Deadline-SUPP	16 Collection Cutoff-BIWK	17																																																																																						
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25 <i>Christmas Day</i> 	26 7:00 pm PF Cutoff-SUPP BANKS CLOSED STATE HOLIDAY	27 7:00 pm PF Cutoff-AWDS Vo. Date - SAD PROCESS SUPP PAYROLL	28 11:00 am EFT Cancel Deadline-MTHY 11:00 am EFT Cancel Deadline-SAD Vo. Date - SUPP PROCESS AWARDS PAYROLL	29 11:00 am EFT Cancel Deadline-SUPP 7:00 pm PF Cutoff-BIWK Vo. Date-AWDS Collection Cutoff-BIWK	30 AWARDS PAYDAY MONTHLY PAYDAY SAD PAYDAY PROCESS BIWK PAYROLL	31																																																																																						


SPECIAL NOTE: Agencies are not allowed to make prior quarter tax adjustments during the last seven business days of this month.

NO DAILY ADJUSTMENTS/YEAR END CLOSEOUT

Prepared by the Bureau of State Payrolls

January 2017

2017 AGENCY PAYROLL CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
1 <i>New Years Day</i>	2  STATE HOLIDAY BANKS CLOSED	3 SUPPLEMENTAL PAYDAY Vo. Date - BIWK	4 11:00 am EFT Cancel Deadline-BIWK	5 <div style="border: 1px solid black; padding: 2px; text-align: center;">Last day to adjust 2016 W-2s</div>	6 BIWEEKLY PAYDAY <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SAD PAYROLL</div>	7 <div style="border: 1px solid black; padding: 2px; text-align: center;">176 CONTRACTED HOURS 22 WORKDAYS</div>																																																																																																		
8	9 7:00 pm PF Cutoff-SUPP Vo. Date - SAD Collection Cutoff-SUPP	10 11:00 am EFT Cancel Deadline-SAD 7:00 pm PF Cutoff-CJIP <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SUPP PAYROLL</div>	11 Vo. Date - SUPP	12 SAD PAYDAY 11:00 am EFT Cancel Deadline-SUPP 7:00 pm PF Cutoff-BIWK Collection Cutoff-BIWK <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS CJIP PAYROLL</div>	13 11:00 am EFT Cancel Deadline-CJIP Vo. Date - CJIP <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS BIWK PAYROLL</div>	14																																																																																																		
15	16 <i>Martin Luther King Day</i>  STATE HOLIDAY BANKS CLOSED	17 SUPPLEMENTAL PAYDAY Vo. Date - BIWK	18 CJIP PAYDAY 11:00 am EFT Cancel Deadline-BIWK	19	20 BIWEEKLY PAYDAY Collection Cutoff-MTHY <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SAD PAYROLL</div>	21																																																																																																		
22 7:00 pm PF Cutoff-MTHY	23 7:00 pm PF Cutoff-SUPP Vo. Date - SAD Collection Cutoff-SUPP <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS MTHY PAYROLL</div>	24 11:00 am EFT Cancel Deadline-SAD Vo. Date - MTHY <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SUPP PAYROLL</div>	25 Vo. Date - SUPP	26 SAD PAYDAY 11:00 am EFT Cancel Deadline-SUPP 7:00 pm PF Cutoff-AWDS	27 11:00 am EFT Cancel Deadline-MTHY Collection Cutoff-BIWK <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS AWARDS PAYROLL</div>	28																																																																																																		
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February 2017

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March 2017

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2017 AGENCY PAYROLL CALENDAR

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May 2017

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7 7:00 pm PF Cutoff-BIWK	8 SUPPLEMENTAL PAYDAY <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS BIWK PAYROLL</div>	9 7:00 pm PF Cutoff-CJIP Vo. Date - BIWK	10 11:00 am EFT Cancel Deadline-BIWK	11 <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS CJIP PAYROLL</div>	12 BIWEEKLY PAYDAY Vo. Date - CJIP <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SAD PAYROLL</div>	13																																																																																										
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28	29 7:00 pm PF Cutoff-SUPP <div style="text-align: center;">  Memorial Day BANKS CLOSED STATE HOLIDAY </div>	30 AWARDS PAYDAY 11:00 am EFT Cancel Deadline-SAD Vo. Date - SAD <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SUPP PAYROLL</div>	31 MONTHLY PAYDAY Vo. Date - SUPP	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p style="text-align: center; margin: 0;">Apr 2017</p> <table style="width: 100%; border-collapse: collapse; font-size: small;"> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td> </tr> <tr> <td style="text-align: center;">9</td><td style="text-align: center;">10</td><td style="text-align: center;">11</td><td style="text-align: center;">12</td><td style="text-align: center;">13</td><td style="text-align: center;">14</td><td style="text-align: center;">15</td> </tr> <tr> <td style="text-align: center;">16</td><td style="text-align: center;">17</td><td style="text-align: center;">18</td><td style="text-align: center;">19</td><td style="text-align: center;">20</td><td style="text-align: center;">21</td><td style="text-align: center;">22</td> </tr> <tr> <td style="text-align: center;">23</td><td style="text-align: center;">24</td><td style="text-align: center;">25</td><td style="text-align: center;">26</td><td style="text-align: center;">27</td><td style="text-align: center;">28</td><td style="text-align: center;">29</td> </tr> <tr> <td style="text-align: center;">30</td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> </div> <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; margin: 0;">Jun 2017</p> <table style="width: 100%; border-collapse: collapse; font-size: small;"> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> <tr> <td></td><td></td><td></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td> </tr> <tr> <td style="text-align: center;">4</td><td style="text-align: center;">5</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td><td style="text-align: center;">9</td><td style="text-align: center;">10</td> </tr> <tr> <td style="text-align: center;">11</td><td style="text-align: center;">12</td><td style="text-align: center;">13</td><td style="text-align: center;">14</td><td style="text-align: center;">15</td><td style="text-align: center;">16</td><td style="text-align: center;">17</td> </tr> <tr> <td style="text-align: center;">18</td><td style="text-align: center;">19</td><td style="text-align: center;">20</td><td style="text-align: center;">21</td><td style="text-align: center;">22</td><td style="text-align: center;">23</td><td style="text-align: center;">24</td> </tr> <tr> <td style="text-align: center;">25</td><td style="text-align: center;">26</td><td style="text-align: center;">27</td><td style="text-align: center;">28</td><td style="text-align: center;">29</td><td style="text-align: center;">30</td><td></td> </tr> </table> </div>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
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June 2017

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SPECIAL NOTE: Agencies are not allowed to make prior quarter tax adjustments during the last seven business days of this month.


August 2017

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September 2017

2017 AGENCY PAYROLL CALENDAR

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24 7:00 pm PF Cutoff-BIWK	25 SUPPLEMENTAL PAYDAY Vo. Date - MTHY <div style="border: 1px solid black; padding: 2px; text-align: center;"> PROCESS BIWK PAYROLL (3rd) </div>	26 7:00 pm PF Cutoff-AWDS Vo. Date - BIWK	27 11:00 am EFT Cancel Deadline-BIWK 11:00 am EFT Cancel Deadline-MTHY <div style="border: 1px solid black; padding: 2px; text-align: center;"> PROCESS AWARDS PAYROLL </div>	28 Vo. Date-AWDS	29 AWARDS PAYDAY BIWEEKLY PAYDAY (3rd) MONTHLY PAYDAY <div style="border: 1px solid black; padding: 2px; text-align: center;"> PROCESS SAD PAYROLL </div>	30																																																																																				

SPECIAL NOTE: Agencies are not allowed to make prior quarter tax adjustments during the last seven business days of this month.



October 2017

2017 AGENCY PAYROLL CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
1	2 7:00 pm PF Cutoff-SUPP Vo. Date - SAD Collection Cutoff-SUPP	3 11:00 am EFT Cancel Deadline-SAD <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SUPP PAYROLL</div>	4 Vo. Date - SUPP	5 SAD PAYDAY 11:00 am EFT Cancel Deadline-SUPP	6 Collection Cutoff-BIWK	7 <div style="border: 1px solid black; padding: 2px; text-align: center;">176 CONTRACTED HOURS 22 WORKDAYS</div>																																																																																																		
8 7:00 pm PF Cutoff-BIWK	9 Columbus Day  BANKS CLOSED <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS BIWK PAYROLL</div>	10 SUPPLEMENTAL PAYDAY 7:00 pm PF Cutoff-CJIP Vo. Date - BIWK	11 11:00 am EFT Cancel Deadline-BIWK	12 <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS CJIP PAYROLL</div>	13 BIWEEKLY PAYDAY Vo. Date - CJIP <div style="border: 1px solid black; padding: 2px; text-align: center;">PROCESS SAD PAYROLL</div>	14																																																																																																		
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November 2017

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December 2017



2017 AGENCY PAYROLL CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																						
	<table border="1"> <thead> <tr> <th colspan="7">Nov 2017</th> </tr> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> </tr> <tr> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> </tr> <tr> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> </tr> <tr> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td></td> <td></td> </tr> </tbody> </table>		Nov 2017							S	M	T	W	T	F	S	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			<table border="1"> <thead> <tr> <th colspan="7">Jan 2018</th> </tr> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> </tr> <tr> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> </tr> <tr> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> </tr> <tr> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Jan 2018							S	M	T	W	T	F	S	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				1	Collection Cutoff-BIWK	2	
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3 7:00 pm PF Cutoff-BIWK	4 SUPPLEMENTAL PAYDAY PROCESS BIWK PAYROLL	5 Vo. Date - BIWK	6 11:00 am EFT Cancel Deadline-BIWK	7	8 BIWEEKLY PAYDAY PROCESS SAD PAYROLL	9																																																																																						
10	11 7:00 pm PF Cutoff-SUPP Vo. Date - SAD Collection Cutoff-SUPP	12 11:00 am EFT Cancel Deadline-SAD 7:00 pm PF Cutoff-CJIP PROCESS SUPP PAYROLL	13 Vo. Date - SUPP	14 SAD PAYDAY 11:00 am EFT Cancel Deadline-SUPP PROCESS CJIP PAYROLL	15 Collection Cutoff-BIWK Vo. Date - CJIP	16																																																																																						
17 7:00 pm PF Cutoff-BIWK	18 SUPPLEMENTAL PAYDAY 11:00 am EFT Cancel Deadline-CJIP PROCESS BIWK PAYROLL	19 7:00 pm PF Cutoff-MTHY Vo. Date - BIWK Collection Cutoff-MTHY	20 CJIP PAYDAY 11:00 am EFT Cancel Deadline-BIWK Agency Prior Qtr Adj Cutoff Begins PROCESS MTHY PAYROLL	21 Vo. Date - MTHY PROCESS SAD PAYROLL	22 BIWEEKLY PAYDAY Vo. Date - SAD Collection Cutoff-SUPP	23																																																																																						
24	25 7:00 pm PF Cutoff-SUPP <i>Christmas Day</i>  BANKS CLOSED STATE HOLIDAY PROCESS BIWK PAYROLL	26 11:00 am EFT Cancel Deadline-SAD 7:00 pm PF Cutoff-AWDS PROCESS SUPP PAYROLL	27 11:00 am EFT Cancel Deadline-MTHY Vo. Date - SUPP PROCESS AWARDS PAYROLL	28 SAD PAYDAY 11:00 am EFT Cancel Deadline-SUPP 7:00 pm PF Cutoff-BIWK Vo. Date-AWDS Collection Cutoff-BIWK	29 AWARDS PAYDAY MONTHLY PAYDAY PROCESS BIWK PAYROLL	30																																																																																						
31	NO DAILY ADJUSTMENTS/YEAR END CLOSEOUT																																																																																											

SPECIAL NOTE: Agencies are not allowed to make prior quarter tax adjustments during the last seven business days of this month.

Prepared by the Bureau of State Payrolls

January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																															
	1 <i>New Years Day</i>  BANKS CLOSED STATE HOLIDAY	2 SUPPLEMENTAL PAYDAY Vo. Date - BIWK	3 11:00 am EFT Cancel Deadline-BIWK	4 LAST DAY TO ADJUST 2017 W2'S	5 BIWEEKLY PAYDAY PROCESS SAD PAYROLL	6 184 CONTRACTED HOURS 23 WORKDAYS																																																																																																															
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14	15 <i>Martin Luther King Day</i>  BANKS CLOSED STATE HOLIDAY	16 SUPPLEMENTAL PAYDAY Vo. Date - BIWK	17 CJIP PAYDAY 11:00 am EFT Cancel Deadline-BIWK	18	19 BIWEEKLY PAYDAY PROCESS SAD PAYROLL	20																																																																																																															
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