

Times for a pay period are semi-daily according to the calendar below.
 Let this sheet be your guide to check.

MONTH	HOLIDAYS	PERIOD COVERED	EXEMPT HOURS	TIMES CHECKS DUE BY 12:00 PM	PAYDATE
January	01/01 01/15	01/01-01/15		01/16	01/26
		01/16-01/31	96	02/01	02/09
February		02/01-02/15			02/26
		02/16-02/29	0		03/07
March		03/01-03/15		03/16	03/26
		03/16-03/31	0	04/01	04/10
April	04/01	04/01-04/15	0	04/16	04/26
		04/16-04/30		05/01	05/10
	05/27	05/01-05/15		05/16	05/26
		05/16-05/31	96	06/01	06/10
June	06/19	06/01-06/15	0	06/17	06/26
		06/16-06/30	0	07/01	07/10
July	07/04	07/01-07/15	0	07/16	07/26
		07/16-07/31	96	08/01	08/09
August		08/01-08/15		08/16	08/26
		08/16-08/31		09/02	09/10
September	09/02	09/01-09/15	0	09/16	09/26
		09/16-09/30		10/01	10/10
October		10/01-10/15		10/16	10/25
		10/16-10/31	96	11/01	11/07