



**Bi-weekly non-exempt salaried Employee
PAYROLL SCHEDULE
2023-2024**

Payroll #	Work Days			Time Sheet Due	Paycheck Issued
26	06/17/23		06/30/23	07/04/23	06/30/23
1	07/01/23		07/14/23	07/18/23	07/14/23
2	07/15/23		07/28/23	08/01/23	07/28/23
3	07/29/23		08/11/23	08/15/23	08/11/23
4	08/12/23		08/25/23	08/29/23	08/25/23
5	08/26/23		09/08/23	09/12/23	09/08/23
6	09/09/23		09/22/23	09/26/23	09/22/23
7	09/23/23		10/06/23	10/10/23	10/06/23
8	10/07/23		10/20/23	10/24/23	10/20/23
9	10/21/23		11/03/23	11/07/23	11/03/23
10	11/04/23		11/17/23	11/21/23	11/17/23
11	11/18/23		12/01/23	12/05/23	12/01/23
12	12/02/23		12/15/23	12/19/23	12/15/23
13	12/16/23		12/29/23	01/02/24	12/29/23
14	12/30/23		01/12/24	01/16/24	01/12/24
15	01/13/24		01/26/24	01/30/24	01/26/24
16	01/27/24		02/09/24	02/13/24	02/09/24
17	02/10/24		02/23/24	02/27/24	02/23/24
18	02/24/24		03/08/24	03/12/24	03/08/24
19	03/09/24		03/22/24	03/26/24	03/22/24
20	03/23/24		04/05/24	04/09/24	04/05/24
21	04/06/24		04/19/24	04/23/24	04/19/24
22	04/20/24		05/03/24	05/07/24	05/03/24
23	05/04/24		05/17/24	05/21/24	05/17/24
24	05/18/24		05/31/24	06/04/24	05/31/24
25	06/01/24		06/14/24	06/18/24	06/14/24
26	06/15/24		06/28/24	07/02/24	06/28/24
1	06/29/24		07/12/24	07/16/24	07/12/24

Time sheets are due (submitted and approved - electronically or by paper by Noon on the due date.
Time Sheet that are submitted after the due date may result in a delay in payment.