

February 2008

Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																									
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3	4 PAR's Due in H/R for M022908	5 Off Cycle for B020508 & MF020508 / Biwly Period Ending for B020508 / Create Payline for B020508	6 Biwly T/S for B020508 Due in Payroll by 12:00 Noon / Off Cycle Pay Day for Biwly & Mthly	7 Biwly Trial for B020508	8 Biwly Trial B020508 Corrections Due in Payroll by 12:00 / Reallocations Processed at 7:00 a.m. - 12:00	9																																																																																																									
10	11 Run Biwly Final for B020508 at 9:00 a.m.	12 Off Cycle for B021908 & MF021208 / Create Payline for M022908	13 Off Cycle Pay Day for Mthly / Mthly Trial for M022908	14 Mthly Trial M022908 Corrections Due in Payroll by 12:00 / Run Biwly T/S for B030408 Due in Payroll 03/05/08 / PAR's Due in H/R for B021908	15 Pay Day for B020508 & Off Cycle / Reallocations Processed at 7:00 a.m. -12:00	16																																																																																																									
17	18 Mthly Final for M022908 at 9:00 a.m. / Run Mthly T/S for M022908	19 Off Cycle for B021908 & MF021908 / Biwly Period Ending for B021908 / Create Payline for B021908	20 Biwly T/S for B021908 Due in Payroll by 12:00 / Off Cycle Pay Day for Biwly & Mthly	21 Biwly Trial for B021908	22 Biwly Trial B021908 Corrections Due in Payroll by 12:00 / Reallocations Processed at 7:00 a.m. -12:00	23																																																																																																									
24	25 Run Biwly Final for B021908 at 9:00 a.m.	26 Off Cycle for B030508 & MF022608	27	28 PAR's Due in H/R for B030408 / Run Biwly T/S for B031808 Due in Payroll 03/19/08	29 Pay Day for B021908 & Off Cycle / Reallocations Processed at 7:00 a.m - 12:00																																																																																																										