

# December 2007

## Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																
<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="7">Nov 2007</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></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> </tr> <tr> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> </tr> <tr> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> </tr> <tr> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> </tr> <tr> <td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td> </tr> </tbody> </table>		Nov 2007							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" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="7">Jan 2008</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></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>31</td><td></td><td></td> </tr> </tbody> </table>		Jan 2008							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
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2	3 Pay Day for M113007 & Off Cycle / Run Leave Accrual / Run Biwkly Final for B112707 at 9:00 a.m.	4 Off Cycle for B121107 & MF120407	5 Off Cycle Pay Day for Mthly	6 Run Biwkly T/S for B122507 Due in Payroll 12/19/07* / PAR's Due in H/R for B121107 & M123107	7 Pay Day for B112707 & Off Cycle / Reallocations Processed at 7:00 a.m. - 12:00	8																																																																																																
9	10	11 Off Cycle for B121107 & MF121107 / Biwkly Period Ending for B121107 / Create Payline for B121107	12 Biwkly T/S for B121107 Due in Payroll by 12:00 / Off Cycle Pay Day for Biwkly & Mthly	13 Biwkly Trial for B121107 / Biwkly Trial B121107 Corrections Due in Payroll by 3:00 p.m. / PAR's due in Payroll for B122507	14 Run Biwkly Final for B121107 at 9:00 a.m. / Reallocations Processed at 7:00 a.m. - 12:00 / Create Payline for M123107	15																																																																																																
16	17 Run Mthly Final at 10:00 a.m. / Run Mthly T/S for M123107	18 Off Cycle for B122507 & MF121807 (for 2008 Year) / Create Payline for B122507	19 Biwkly T/S for B122507 Due in Payroll by 12:00 / Run Biwkly T/S for B010808 Due in Payroll 01/09/08	20 Biwkly Trial for B122507 / Biwkly Trial Corrections Due in Payroll by 3:00 p.m.	21 Pay Day for B121107 & Off Cycle / Reallocations Processed at 7:00 a.m. - 12:00	22																																																																																																
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