

**TIME SHEETS ARE DUE BEFORE 3PM ON FRIDAY OR BEFORE 3PM ON THE THURSDAY
WHEN A HOLIDAY FALLS ON THE MONDAY**

HOURLY EMPLOYEES

<u>DUE DATE FOR WEEKLY SUBMISSION OF HOURLY TIMESHEET</u>	<u>PAY DATES</u>
JUNE 6TH, 2025	JULY 2ND, 2025
JUNE 13 TH , 2025	JULY 2ND, 2025
JUNE 20 TH , 2025	JULY 16TH, 2025
JUNE 27TH, 2025	JULY 16TH, 2025
JULY 3RD, 2025	JULY 30TH, 2025
JULY 11TH, 2025	JULY 30TH, 2025
JULY 18TH, 2025	AUGUST 13TH, 2025
JULY 25TH, 2025	AUGUST 13TH, 2025
AUGUST 1ST, 2025	AUGUST 27TH, 2025
AUGUST 8TH, 2025	AUGUST 27TH, 2025
AUGUST 15TH, 2025	SEPTEMBER 10TH, 2025
AUGUST 22ND, 2025	SEPTEMBER 10TH, 2025
AUGUST 29TH, 2025	SEPTEMBER 24TH, 2025
SEPTEMBER 5TH, 2025	SEPTEMBER 24TH, 2025
SEPTEMBER 12TH, 2025	OCTOBER 8TH, 2025
SEPTEMBER 19TH, 2025	OCTOBER 8TH, 2025
SEPTEMBER 26TH, 2025	OCTOBER 22ND, 2025
OCTOBER 3RD, 2025	OCTOBER 22ND, 2025
OCTOBER 10TH, 2025	NOVEMBER 5TH, 2025

*** Please note that the due dates indicate every Friday to submit time sheets and pay dates indicate when you will receive a paycheck.**