

## 2012 Payroll Calendar

Pay Period Dates	Timesheet Due Date	Pay Date
12/16/11 through 12/31/11	01/05/12	01/13/12
01/01/12 through 01/15/12	01/19/12	01/31/12
01/16/12 through 01/31/12	02/03/12	02/15/12
02/01/12 through 02/15/12	02/17/12	02/29/12
02/16/12 through 02/28/12	03/05/12	03/15/12
03/01/12 through 03/15/12	03/20/12	03/30/12
03/16/12 through 03/31/12	04/04/12	04/13/12
04/01/12 through 04/15/12	04/18/12	04/30/12
04/16/12 through 04/30/12	05/03/12	05/15/12
05/01/12 through 05/15/12	05/18/12	05/31/12
05/16/12 through 05/31/12	06/05/12	06/15/12
06/01/12 through 06/15/12	06/20/12	06/29/12
06/16/12 through 06/30/12	07/03/12	07/13/12
07/01/12 through 07/15/12	07/18/12	07/31/12
07/16/12 through 07/31/12	08/03/12	08/15/12
08/01/12 through 08/15/12	08/20/12	08/31/12
08/16/12 through 08/31/12	09/05/12	09/14/12
09/01/12 through 09/15/12	09/19/12	09/28/12
09/16/12 through 09/30/12	10/03/12	10/15/12
10/01/12 through 10/15/12	10/18/12	10/31/12
10/16/12 through 10/31/12	11/05/12	11/15/12
11/01/12 through 11/15/12	11/19/12	11/30/12
11/16/12 through 11/30/12	12/05/12	12/14/12
12/01/12 through 12/15/12	<b>12/14/12</b>	<b>12/21/12</b>
12/16/12 through 12/31/12	01/04/13	01/15/13

Both employee and supervisor must sign all timesheets.

All timesheets must be submitted to the payroll office by the close of business on the timesheet due date.