

Month	Payroll Type	Pay Period	Deduction Files Due By*	Payroll Close	Checks Released
August	BWK	07/24 - 08/06	8/5	8/10	8/12
August	BWK	08/07 - 08/20	8/19	8/24	8/26
August	MON/STP	08/01 - 08/31	8/24	8/29	8/31
September	BWK	08/21 - 09/03	9/2	9/7	9/9
September	BWK	09/04 - 09/17	9/16	9/21	9/23
September	MON/STP	09/01 - 09/30	9/23	9/27	9/30
October	BWK	09/18 - 10/01	9/30	10/5	10/7
October	BWK	10/02 - 10/15	10/14	10/19	10/21
October	MON/STP	10/01 - 10/31	10/21	10/26	10/31
November	BWK	10/16 - 10/29	10/28	11/2	11/4
November	BWK	10/30 - 11/12	11/11	11/16	11/18
November	MON/STP	11/01 - 11/30	11/18	11/23	11/30
December	BWK	11/13 - 11/26	11/25	11/30	12/2
December	BWK	11/27 - 12/10	12/9	12/14	12/16
December	MON/STP	12/01 - 12/31	12/16	12/21	12/29
December	BWK	12/11 - 12/24	12/23	12/27	12/29

*Deduction Files Due dates are 3 business days prior to Payroll close - providing time to resolve issues and generate/send new files, if necessary

Please Note: Files are due by the time noted above, but can be received prior to that date, as long as the previous payroll close for that payroll type has completed