

**2016 Payroll Calendar
(With Special Cut-off Dates)**

	Benefit	Pay Period	Pay Period	Department	Timesheet		Number of
Pay	Deduction	Beginning	Ending	to OHR	Due Date	Pay Date	Payrolls
#	Covers	(Saturday)	(Friday)	(Fri @ 5pm)	(Friday @ 10am)	(Friday)	in 2016
1	January	12/19/15	01/01/16	12/15/15*	12/22/15*	01/08/16	26
2	January	01/02/16	01/15/16	01/06/16*	01/14/16*	01/22/16	25
3	February	01/16/16	01/29/16	01/22/16	01/29/16	02/05/16	24
4	February	01/30/16	02/12/16	02/05/16	02/12/16	02/19/16	23
5	March	02/13/16	02/26/16	02/19/16	02/26/16	03/04/16	22
6	March	02/27/16	03/11/16	03/04/16	03/11/16	03/18/16	21
7	April	03/12/16	03/25/16	03/18/16	03/25/16	04/01/16	20
8	April	03/26/16	04/08/16	04/01/16	04/08/16	04/15/16	19
9	*None*	04/09/16	04/22/16	04/15/16	04/22/16	04/29/16	18
10	May	04/23/16	05/06/16	04/29/16	05/06/16	05/13/16	17
11	May	05/07/16	05/20/16	05/13/16	05/20/16	05/27/16	16
12	June	05/21/16	06/03/16	05/26/16*	06/03/16	06/10/16	15
13	June	06/04/16	06/17/16	06/10/16	06/17/16	06/24/16	14
14	July	06/18/16	07/01/16	06/23/16*	06/30/16*	07/08/16	13
15	July	07/02/16	07/15/16	07/08/16	07/15/16	07/22/16	12
16	August	07/16/16	07/29/16	07/22/16	07/29/16	08/05/16	11
17	August	07/30/16	08/12/16	08/05/16	08/12/16	08/19/16	10
18	September	08/13/16	08/26/16	08/19/16	08/26/16	09/02/16	9
19	September	08/27/16	09/09/16	9/1/2016*	09/09/16	09/16/16	8
20	*None*	09/10/16	09/23/16	09/16/16	09/23/16	09/30/16	7
21	October	09/24/16	10/07/16	09/30/16	10/07/16	10/14/16	6
22	October	10/08/16	10/21/16	10/14/16	10/21/16	10/28/16	5
23	November	10/22/16	11/04/16	10/28/16	11/04/16	11/11/16	4
24	November	11/05/16	11/18/16	11/9/16*	11/16/16*	11/25/16	3
25	December	11/19/16	12/02/16	11/25/16	12/02/16	12/09/16	2
26	December	12/03/16	12/16/16	12/09/16	12/16/16	12/23/16	1

*Specil date due to holiday schedule

Updated 11/17/15