

2021 HR/PY C3Y CUTOFF SCHEDULE

PAY PER	BEGIN/END DATE	FORMS CUT-OFF	PAYROLL CUT-OFF	TIME ENTRY COMPLETE BY NOON	POST PAYROLL PROCESSES	PAY DAY
				RUN PAYROLL		
PP01	12/19 -01/01	12/18	12/28*	01/04	01/05	01/08
PP02	01/02 - 01/15	01/06	01/12	01/15*5:00 p.m.	01/19	01/22
PP03	01/16 - 01/29	01/20	01/25	02/01	02/02	02/05
PP04	01/30 - 02/12	02/03	02/08	02/12*5:00 p.m.	02/16	02/19
PP05	02/13 - 02/26	02/17	02/22	03/01	03/02	03/05
PP06	02/27 - 03/12	03/03	03/08	03/15	03/16	03/19
PP07	03/13 - 03/26	03/17	03/22	03/26*5:00 p.m.	03/29	04/01
PP08	03/27 - 04/09	03/31	04/06	04/12	04/13	04/16
PP09	04/10 - 04/23	04/14	04/19	04/26	04/27	04/30
PP10	04/24 - 05/07	04/28	05/03	05/10	05/11	05/14
PP11	05/08 - 05/21	05/12	05/17	05/24	05/25	05/28
PP12	05/22 - 06/04	05/26	06/01	06/07	06/08	06/11
PP13	06/05 - 06/18	06/09	06/14	6/21	06/22	06/25
PP14	06/19 - 07/02	06/23	06/28	07/02*5:00 p.m.	07/06	07/09
PP15	07/03 - 07/16	07/07	07/12	07/19	07/20	07/23
PP16	07/17 - 07/30	07/21	07/26	08/02	08/03	08/06
PP17	07/31 - 08/13	08/04	08/09	08/16	08/17	08/20
PP18	08/14 - 08/27	08/18	08/23	08/30	08/31	09/03
PP19	08/28 - 09/10	09/01	09/07	09/13	09/14	09/17
PP20	09/11 - 09/24	09/15	09/20	09/27	09/28	10/01
PP21	09/25 - 10/08	09/29	10/04	10/11	10/12	10/15
PP22	10/09 - 10/22	10/13	10/18	10/25	10/26	10/29
PP23	10/23 - 11/05	10/27	11/01	11/08	11/09	11/12
PP24	11/06 - 11/19	11/10	11/15	11/17*5:00 p.m.	11/19	11/24*
PP25	11/20 - 12/03	11/24	11/29	12/06	12/07	12/10
PP26	12/04 - 12/17	12/08	12/13	12/17*5:00 p.m.	12/20	12/23*
2022						
PP01	12/18 - 12/31	12/17*	12/28	12/30*5:00 p.m.	01/04	01/07

2021 HOLIDAY SCHEDULE (13 DAYS)

NEW YEAR'S DAY	Friday	01/01/2021
MARTIN L. KING BIRTHDAY	Monday	01/18/2021
PRESIDENTS' DAY	Monday	02/15/2021
GOOD FRIDAY	Friday	04/02/2021
MARTIN L. KING MEMORIAL	Friday	04/05/2021
MEMORIAL DAY	Monday	05/31/2021
INDEPENDENCE DAY	Friday	07/05/2021
LABOR DAY	Monday	09/06/2021
VETERANS' DAY	Thursday	11/11/2021
THANKSGIVING DAY	Thursday	11/25/2021
THANKSGIVING HOLIDAY	Friday	11/26/2021
CHRISTMAS EVE	Thursday	12/24/2021
CHRISTMAS DAY	Monday	12/27/2021
2021 NEW YEAR'S DAY	Monday	12/31/2021

No Deductions on 04/30/21 and 10/29/21