

## Pay Period Schedule 2024 Fiscal Year Calendar All Staff

Time sheets are due Monday by 5pm following the last day of a pay period. Any late timesheets will be included in the next pay run.

\*TIMESHEETS ARE DUE REGARDLESS OF OFFICE CLOSING FOR A HOLIDAY OR WEATHER\*

	Pay Period Dates	Timesheet Due	Pay Date
1	June 18-July 1	7/3/2023*	7/7/2023
2	July 2-July 15	7/17/2023	7/21/2023
3	July 16-July 29	7/31/2023	8/4/2023
4	July 30-Aug 12	8/14/2023	8/18/2023
5	Aug 13-Aug 26	8/28/2023	9/1/2023
6	Aug 27-Sept 9	9/11/2023	9/15/2023
7	Sept 10-Sept 23	9/25/2023	9/29/2023
8	Sept 24-Oct 7	10/9/2023*	10/13/2023
9	Oct 8- Oct 21	10/23/2023	10/27/2023
10	Oct 22- Nov 4	11/6/2023	11/10/2023
11	Nov 5-Nov 18	11/20/2023	11/24/2023
12	Nov 19-Dec 2	12/4/2023	12/8/2023
13	Dec 3- Dec 16	12/18/2023	12/22/2023
14	Dec 17-Dec 30	1/1/2024*	1/5/2024
15	Dec 31- Jan 13	1/15/2024	1/19/2024
16	Jan 14- Jan 27	1/29/2024	2/2/2024
17	Jan 28- Feb 10	2/12/2024	2/16/2024
18	Feb 11- Feb 24	2/26/2024	3/1/2024
19	Feb 25-Mar 9	3/11/2024	3/15/2024
20	Mar 10- Mar 23	3/25/2024	3/29/2024
21	Mar 24- Apr 6	4/8/2024	4/12/2024
22	Apr 7- Apr 20	4/22/2024	4/26/2024
23	Apr 21- May 4	5/6/2024	5/10/2024
24	May 5- May 18	5/20/2024	5/24/2024
25	May 19- Jun 1	6/3/2024	6/7/2024
26	Jun 2- Jun 15	6/17/2024	6/21/2024

You may email timesheets to [timesheets@thearcofghn.org](mailto:timesheets@thearcofghn.org)

*Achieve with us.*

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