

# Staff Payroll Calendar May 2009

**B2=Bi-Weekly, Hourly Payroll**

**SM=Semi-Monthly Payroll**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					<b>1</b> <i>B2-9 Pay Day</i> <i>B2-10 Paperwork Due in HR</i> <i>SM-9 Begins/ Paperwork Due in HR</i>	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> <i>B2-10 Timesheets Due in Payroll by Noon</i>	<b>9</b> <i>B2-10 Ends</i>
<b>10</b> <i>B2-11 Begins</i>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> <i>B2-10 Pay Day</i> <i>B2-11 Paperwork Due in HR</i> <i>SM-9 Ends/ Pay Day</i> <i>SM-10 Paperwork due in HR</i>	<b>16</b> <i>SM-10 Begins</i>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> <i>B2-11 Timesheets Due in Payroll by Noon</i>	<b>22</b>	<b>23</b> <i>B2-11 Ends</i>
<b>24</b> <i>B2-12 Begins</i>	<b>25</b> <b>Holiday</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b> <i>B2-11 Pay Day</i> <i>B2-12 Paperwork Due in HR</i> <i>SM-10 Pay Day</i>	<b>30</b>
<b>31</b> <i>SM-10 Ends</i>						