

Doncaster

Payroll Group – MA2

Pay Day Timesheet Schedule

Please note a change to the deadline date being brought forward to the Friday before.

Timesheets for 4 weeks dates	Deadline by which they need to reach Purple by:	Pay Day
13/05/2024-09/06/2024 Last Payroll By Penderels	10/06/2024 by 12 noon Last Payroll By Penderels	14/06/2024 Last Payroll By Penderels
10/06/2024-07/07/2024 First Payroll by Purple	05/07/2024 by 12 noon First Payroll by Purple	12/07/2024 First Payroll by Purple
08/07/2024-04/08/2024	02/08/2024 by 12 noon	09/08/2024
05/08/2024-01/09/2024	30/08/2024 by 12 noon	06/09/2024
02/09/2024-29/09/2024	27/09/2024 by 12 noon	04/10/2024
30/09/2024-27/10/2024	25/10/2024 by 12 noon	01/11/2024
28/10/2024-24/11/2024	22/11/2024 by 12 noon	29/11/2024

Please submit your timesheets by the deadlines above. Any timesheets received after the deadlines will be processed and paid on the next 4 weekly pay day. If necessary, please estimate your hours and adjust in the following pay period.

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