

Doncaster

Payroll Group – MAN

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
01/06/2024-30/06/2024 Last Payroll By Penderels	20/06/2024 by 12 noon Last Payroll By Penderels	28/06/2024 Last Payroll By Penderels
01/07/2024-31/07/2024 First Payroll by Purple	19/07/2024 by 12 noon First Payroll by Purple	26/07/2024 First Payroll by Purple
01/08/2024-31/08/2024	23/08/2024 by 12 noon	30/08/2024
01/09/2024-30/09/2024	20/09/2024 by 12 noon	27/09/2024
01/10/2024-31/10/2024	18/10/2024 by 12 noon	25/10/2024
01/11/2024-30/11/2024	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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