



From:	To:	Please send timesheet to Purple by:	Pay Date:
08/12/2025	04/01/2026	07/01/2026	16/01/2026
05/01/2026	01/02/2026	04/02/2026	13/02/2026
02/02/2026	01/03/2026	04/03/2026	13/03/2026
02/03/2026	29/03/2026	01/04/2026	10/04/2026
30/03/2026	26/04/2026	29/04/2026	08/05/2026
27/04/2026	24/05/2026	27/05/2026	05/06/2026
25/05/2026	21/06/2026	24/06/2026	03/07/2026
22/06/2026	19/07/2026	22/07/2026	31/07/2026
20/07/2026	16/08/2026	19/08/2026	28/08/2026
17/08/2026	13/09/2026	16/09/2026	25/09/2026
14/09/2026	11/10/2026	14/10/2026	23/10/2026
12/10/2026	08/11/2026	11/11/2026	20/11/2026
09/11/2026	06/12/2026	09/12/2026	18/12/2026
07/12/2026	03/01/2027	06/01/2027	15/01/2027
04/01/2027	31/01/2027	03/02/2027	12/02/2027
01/02/2027	28/02/2027	03/03/2027	12/03/2027

We kindly remind you to submit your timesheets no later than the specified deadline.

Timesheets received after the specified deadline will need to be processed in the next payroll cycle, which may result in delays to payments. To ensure timely payments, please make sure to meet the deadline dates. Thank you for your understanding and cooperation.