



Timesheet for Four Weekly Period:

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

*Timesheets in early due to bank holiday

*Pay early due to bank holiday

Please ensure that timesheets are sent in on time. If timesheets are not received by the due date, they will be processed on the next payroll.

Please send timesheets to: edinburghpayroll@purple-dpss.co.uk