

Schedule of Pay Dates and Submission Deadlines

These are the deadlines for the submission of Payroll changes for the 2009 year. As these deadlines are required by the bank deposit system it is necessary for all payroll changes to reach Central Payroll by these dates. If the deadline is missed, the payroll change will be processed on the next pay date. Payroll information can be sent by Email (cnewcomb@nspeidiocese.ca) with a follow up letter.

Payroll

For:	Jan 15	Payroll information to be received by:	Jan 08
For:	Jan 30	Payroll information to be received by:	Jan 23
For:	Feb 15	Payroll information to be received by:	Feb 06
For:	Feb 29	Payroll information to be received by:	Feb 20
For:	Mar 15	Payroll information to be received by:	Mar 06
For:	Mar 30	Payroll information to be received by:	Mar 23
For:	Apr 15	Payroll information to be received by:	Apr 06
For:	Apr 30	Payroll information to be received by:	Apr 23
For:	May 15	Payroll information to be received by:	May 08
For:	May 30	Payroll information to be received by:	May 22
For:	Jun 15	Payroll information to be received by:	Jun 08
For:	Jun 30	Payroll information to be received by:	Jun 23
For:	Jul 15	Payroll information to be received by:	Jul 08
For:	Jul 30	Payroll information to be received by:	Jul 23
For:	Aug 15	Payroll information to be received by:	Aug 07
For:	Aug 30	Payroll information to be received by:	Aug 21
For:	Sept 15	Payroll information to be received by:	Sept 08
For:	Sept 30	Payroll information to be received by:	Sept 23
For:	Oct 15	Payroll information to be received by:	Oct 07
For:	Oct 30	Payroll information to be received by:	Oct 23
For:	Nov 15	Payroll information to be received by:	Nov 05
For:	Nov 30	Payroll information to be received by:	Nov 23
For:	Dec 15	Payroll information to be received by:	Dec 08
For:	Dec 30	Payroll information to be received by:	Dec 18