

## Schedule of Pay Dates and Submission Deadlines For 2018

These are the deadlines for the submission of payroll changes for the 2018 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. We have no flexibility with the bank transmission dates. If the deadline is missed, the payroll change will be processed on the next pay date. Payroll information can be sent by email to [payroll@nspeidiocese.ca](mailto:payroll@nspeidiocese.ca) with a follow up letter signed by the parish treasurer or warden.

<b>Pay Period</b>	<b>Pay Period Ending Date</b>	<b>Deadline Date for Submission</b>	<b>Pay Day</b>
<b>1</b>	January 15	January 8	January 15
<b>2</b>	January 31	January 23	January 30
<b>3</b>	February 15	February 8	February 15
<b>4</b>	February 28	February 21	February 28
<b>5</b>	March 15	March 8	March 15
<b>6</b>	March 31	March 22	March 29
<b>7</b>	April 15	April 6	April 13
<b>8</b>	April 30	April 23	April 30
<b>9</b>	May 15	May 8	May 15
<b>10</b>	May 31	May 23	May 30
<b>11</b>	June 15	June 8	June 15
<b>12</b>	June 30	June 22	June 29
<b>13</b>	July 15	July 6	July 13
<b>14</b>	July 31	July 23	July 30
<b>15</b>	August 15	August 8	August 15
<b>16</b>	August 31	August 23	August 30
<b>17</b>	September 15	September 7	September 14
<b>18</b>	September 30	September 21	September 28
<b>19</b>	October 15	October 5	October 15
<b>20</b>	October 31	October 23	October 30
<b>21</b>	November 15	November 8	November 15
<b>22</b>	November 30	November 23	November 30
<b>23</b>	December 15	December 7	December 14
<b>24</b>	December 31	December 14	December 28