



PAYROLL SCHEDULE

July 2025 - June 2026

Hourly Employees

EMPLOYEE DEADLINE	DEADLINE TIME	SUPERVISOR DEADLINE	DEADLINE TIME	PAY DATE	Hrs. In Pay Period	PAY PERIOD
07/16/25		07/17/25		07/25/25	88	07/01 - 07/15
08/01/25		08/04/25		08/08/25	96	07/16 - 07/31
08/18/25		08/19/25		08/25/25	88	08/01 - 08/15
09/02/25		09/03/25		09/10/25	80	08/16 - 08/31
09/16/25		09/17/25		09/25/25	88	09/01 - 09/15
10/01/25		10/02/25		10/10/25	88	09/16 - 09/30
10/16/25		10/17/25		10/24/25	88	10/01 - 10/15
11/03/25		11/04/25		11/10/25	96	10/16 - 10/31
* 11/17/25	3:00 PM	11/18/25	11:00 AM	11/21/25	80	11/01 - 11/15
12/01/25		12/02/25		12/10/25	80	11/16 - 11/30
* 12/16/25	11:00 AM	12/16/25	3:00 PM	12/19/25	88	12/01 - 12/15
01/05/26		01/06/26		01/09/26	96	12/16 - 12/31
01/16/26		01/20/26		01/23/26	88	01/01 - 01/15
02/02/26		02/03/26		02/10/26	88	01/16 - 01/31
02/17/26		02/18/26		02/25/26	80	02/01 - 02/15
03/02/26		03/03/26		03/10/26	80	02/16 - 02/28
* 03/13/26	10:00 AM	03/13/26	3:00 PM	03/25/26	80	03/01 - 03/15
04/01/26		04/02/26		04/10/26	96	03/16 - 03/31
04/16/26		04/17/26		04/24/26	88	04/01 - 04/15
05/01/26		05/04/26		05/08/26	88	04/16 - 04/30
05/18/26		05/19/26		05/22/26	88	05/01 - 05/15
06/01/26		06/02/26		06/10/26	80	05/16 - 05/31
06/16/26		06/17/26		06/25/26	88	06/01 - 06/15
07/01/26		07/02/26		07/10/26	88	06/16 - 06/30

1. ALL PAPERWORK TO BE PROCESSED BY PAYROLL MUST BE RECEIVED **3 DAYS** **PRIOR** TO STATED **PAY DAY** TO BE INCLUDED WITH THE APPROPRIATE PAY PERIOD.

2. All hourly employees are paid on the 10th and 25th. (earlier if weekend/holiday conflict)