

**2007 Payroll Calendar
Departmental Deadlines**

| Pay # | Pay Period Beginning (Saturday) | Pay Period Ending (Friday) | Department to HRIS (Friday @ 5 pm) | Timesheet Due Date (Thurs @ 12 Noon) | Pay Date (Friday) | Number of Payrolls Remaining in 2007 |
|-------|---------------------------------|----------------------------|------------------------------------|--------------------------------------|-------------------|--------------------------------------|
| 1 | 12/16/06 | 12/29/06 | 12/22/06 | *12/27/06 (Wed) | 01/05/07 | 26 |
| 2 | 12/30/06 | 01/12/07 | 01/05/07 | *01/10/07 (Wed) | 01/19/07 | 25 |
| 3 | 01/13/07 | 01/26/07 | 01/19/07 | 01/25/07 | 02/02/07 | 24 |
| 4 | 01/27/07 | 02/09/07 | 02/02/07 | 02/08/07 | 02/16/07 | 23 |
| 5 | 02/10/07 | 02/23/07 | 02/16/07 | 02/22/07 | 03/02/07 | 22 |
| 6 | 02/24/07 | 03/09/07 | 03/02/07 | 03/08/07 | 03/16/07 | 21 |
| 7 | 03/10/07 | 03/23/07 | 03/16/07 | 03/22/07 | 03/30/07 | 20 |
| 8 | 03/24/07 | 04/06/07 | 03/30/07 | *04/04/07 (Wed) | 04/13/07 | 19 |
| 9 | 04/07/07 | 04/20/07 | 04/13/07 | 04/19/07 | 04/27/07 | 18 |
| 10 | 04/21/07 | 05/04/07 | 04/27/07 | 05/03/07 | 05/11/07 | 17 |
| 11 | 05/05/07 | 05/18/07 | 05/11/07 | 05/17/07 | 05/25/07 | 16 |
| 12 | 05/19/07 | 06/01/07 | 05/25/07 | 05/31/07 | 06/08/07 | 15 |
| 13 | 06/02/07 | 06/15/07 | 06/08/07 | 06/14/07 | 06/22/07 | 14 |
| 14 | 06/16/07 | 06/29/07 | 06/22/07 | *06/27/07 (Wed) | 07/06/07 | 13 |
| 15 | 06/30/07 | 07/13/07 | 07/06/07 | 07/12/07 | 07/20/07 | 12 |
| 16 | 07/14/07 | 07/27/07 | 07/20/07 | 07/26/07 | 08/03/07 | 11 |
| 17 | 07/28/07 | 08/10/07 | 08/03/07 | 08/09/07 | 08/17/07 | 10 |
| 18 | 08/11/07 | 08/24/07 | 08/17/07 | 08/23/07 | 08/31/07 | 9 |
| 19 | 08/25/07 | 09/07/07 | 08/31/07 | *09/05/07 (Wed) | 09/14/07 | 8 |
| 20 | 09/08/07 | 09/21/07 | 09/14/07 | 09/20/07 | 09/28/07 | 7 |
| 21 | 09/22/07 | 10/05/07 | 09/28/07 | 10/04/07 | 10/12/07 | 6 |
| 22 | 10/06/07 | 10/19/07 | 10/12/07 | 10/18/07 | 10/26/07 | 5 |
| 23 | 10/20/07 | 11/02/07 | 10/26/07 | 11/01/07 | 11/09/07 | 4 |
| 24 | 11/03/07 | 11/16/07 | 11/09/07 | *11/13/07 (Tues) | *11/21/07 (Wed) | 3 |
| 25 | 11/17/07 | 11/30/07 | *11/21/07 (Wed) | 11/29/07 | 12/07/07 | 2 |
| 26 | 12/01/07 | 12/14/07 | 12/07/07 | 12/13/07 | 12/21/07 | 1 |

*Special date due to holiday schedule.

2008 Payroll Calendar for Departmental Deadlines

| Benefit Deduction Covers | Pay # | Pay Period Beginning (Saturday) | Pay Period Ending (Friday) | Department to HRIS (Friday @ 5 pm) | Timesheet Due Date (Thurs @ 12 noon) | Pay Date (Friday) | Number of Payrolls Remaining in 2008 |
|--------------------------|-------|---------------------------------|----------------------------|------------------------------------|--------------------------------------|-------------------|--------------------------------------|
| January | 1 | 12/15/07 | 12/28/07 | 12/17/07+ | 12/21/07* | 01/04/08 | 26 |
| January | 2 | 12/29/07 | 01/11/08 | 01/04/08 | 01/10/08 | 01/18/08 | 25 |
| February | 3 | 01/12/08 | 01/25/08 | 01/17/08+ | 01/24/08 | 02/01/08 | 24 |
| February | 4 | 01/26/08 | 02/08/08 | 02/01/08 | 02/07/08 | 02/15/08 | 23 |
| **None** | 5 | 02/09/08 | 02/22/08 | 02/15/08 | 02/21/08 | 02/29/08 | 22 |
| March | 6 | 02/23/08 | 03/07/08 | 02/29/08 | 03/06/08 | 03/14/08 | 21 |
| March | 7 | 03/08/08 | 03/21/08 | 03/13/08+ | 03/19/08* | 03/28/08 | 20 |
| April | 8 | 03/22/08 | 04/04/08 | 03/28/08 | 04/03/08 | 04/11/08 | 19 |
| April | 9 | 04/05/08 | 04/18/08 | 04/11/08 | 04/17/08 | 04/25/08 | 18 |
| May | 10 | 04/19/08 | 05/02/08 | 04/25/08 | 05/01/08 | 05/09/08 | 17 |
| May | 11 | 05/03/08 | 05/16/08 | 05/09/08 | 05/15/08 | 05/23/08 | 16 |
| June | 12 | 05/17/08 | 05/30/08 | 05/22/08+ | 05/29/08 | 06/06/08 | 15 |
| June | 13 | 05/31/08 | 06/13/08 | 06/06/08 | 06/12/08 | 06/20/08 | 14 |
| July | 14 | 06/14/08 | 06/27/08 | 06/19/08+ | 06/25/08* | 07/03/08** | 13 |
| July | 15 | 06/28/08 | 07/11/08 | 07/03/08+ | 07/09/08* | 07/18/08 | 12 |
| August | 16 | 07/12/08 | 07/25/08 | 07/18/08 | 07/24/08 | 08/01/08 | 11 |
| August | 17 | 07/26/08 | 08/08/08 | 08/01/08 | 08/07/08 | 08/15/08 | 10 |
| **None** | 18 | 08/09/08 | 08/22/08 | 08/15/08 | 08/21/08 | 08/29/08 | 9 |
| September | 19 | 08/23/08 | 09/05/08 | 08/28/08+ | 09/04/08 | 09/12/08 | 8 |
| September | 20 | 09/06/08 | 09/19/08 | 09/12/08 | 09/18/08 | 09/26/08 | 7 |
| October | 21 | 09/20/08 | 10/03/08 | 09/25/08+ | 10/02/08 | 10/10/08 | 6 |
| October | 22 | 10/04/08 | 10/17/08 | 10/10/08 | 10/16/08 | 10/24/08 | 5 |
| November | 23 | 10/18/08 | 10/31/08 | 10/24/08 | 10/30/08 | 11/07/08 | 4 |
| November | 24 | 11/01/08 | 11/14/08 | 11/07/08 | 11/13/08 | 11/21/08 | 3 |
| December | 25 | 11/15/08 | 11/28/08 | 11/19/08+ | 11/25/08* | 12/05/08 | 2 |
| December | 26 | 11/29/08 | 12/12/08 | 12/05/08 | 12/11/08 | 12/19/08 | 1 |
| | | | | | | | |
| January | 1 | 12/13/08 | 12/26/08 | 12/12/08+ | 12/19/08* | 01/02/09 | 26 |

*Early timesheet due date.

+Early HRIS due date.

**Early pay date.