

BI-WEEKLY SCHEDULE OF PAYROLL PERIODS FOR TAX YEAR 2026

Month	PAYPERIOD		CHANGES DUE BY WEDNESDAY	TIMECARDS DUE BY MONDAY 9:00am	PAYDAY FRIDAY	BW
	Begin	End				
JAN	12/15/2025	12/28/2025	12/22/2025	12/29/2025	1/2/2026	1
	12/29/2025	1/11/2026	1/7/2026	1/12/2026	1/16/2026	2
FEB	1/12/2026	1/25/2026	1/21/2026	1/26/2026	1/30/2026	3
	1/26/2026	2/8/2026	2/4/2026	2/9/2026	2/13/2026	4
MAR	2/9/2026	2/22/2026	2/18/2026	2/23/2026	2/27/2026	5
	2/23/2026	3/8/2026	3/4/2026	3/9/2026	3/13/2026	6
APR	3/9/2026	3/22/2026	3/18/2026	3/23/2026	3/27/2026	7
	3/23/2026	4/5/2026	4/1/2026	4/6/2026	4/10/2026	8
MAY	4/6/2026	4/19/2026	4/15/2026	4/20/2026	4/24/2026	9
	4/20/2026	5/3/2026	4/29/2026	5/4/2026	5/8/2026	10
JUN	5/4/2026	5/17/2026	5/13/2026	5/18/2026	5/22/2026	11
	5/18/2026	5/31/2026	5/27/2026	6/1/2026	6/5/2026	12
JUL	6/1/2026	6/14/2026	6/10/2026	6/15/2026	6/19/2026	13
	6/15/2026	6/28/2026	6/24/2026	6/29/2026	7/3/2026	14
AUG	6/29/2026	7/12/2026	7/8/2026	7/13/2026	7/17/2026	15
	7/13/2026	7/26/2026	7/22/2026	7/27/2026	7/31/2026	16
SEPT	7/27/2026	8/9/2026	8/5/2026	8/10/2026	8/14/2026	17
	8/10/2026	8/23/2026	8/19/2026	8/24/2026	8/28/2026	18
OCT	8/24/2026	9/6/2026	9/2/2026	9/7/2026	9/11/2026	19
	9/7/2026	9/20/2026	9/16/2026	9/21/2026	9/25/2026	20
NOV	9/21/2026	10/4/2026	9/30/2026	10/5/2026	10/9/2026	21
	10/5/2026	10/18/2026	10/14/2026	10/19/2026	10/23/2026	22
DEC	10/19/2026	11/1/2026	10/28/2026	11/2/2026	11/6/2026	23
	11/2/2026	11/15/2026	11/11/2026	11/16/2026	11/20/2026	24
DEC	11/16/2026	11/29/2026	11/25/2026	11/30/2026	12/4/2026	25
	11/30/2026	12/13/2026	12/9/2026	12/14/2026	12/18/2026	26

PLEASE NOTE: TO MAKE CORRECTION TO YOUR TIME CARD DO THE FOLLOWING:

Draw ONE (1) line through the mistake and initial change.

Carefully write the correct data as close to the original entry as possible.

TIME CARDS WITH WHITE-OUT OR SCRIBBLED OUT INFORMATION WILL NOT BE ACCEPTABLE!!

ALL TIMECARDS MUST BE FILLED OUT IN INK AND HAVE A SUPERVISOR'S SIGNATURE!!!!