












April 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 US #7 Timesheets/Timelink Due 4 PM 	5 UB #7 Pay Day 	6	7
8	9 Run US #7 Payroll No Entry After 8 AM 	10 UB #8 Timesheets/Timelink Due 4 PM 	11	12	13 US #7 Pay Day  Run UB #8 Payroll No Entry After 8 AM 	14
15	16	17	18 US #8 Timesheets/Timelink Due 4 PM 	19 UB #8 Pay Day 	20	21
22	23	24 Run US #8 Payroll No Entry After 8 AM  UB #9  Timesheets/Timelink Due 4 PM	25	26	27 Run UB #9 Payroll No Entry After 8 AM	28
29	30 US #8 Pay Day 	1	2	3	4	5

 Timesheets/Timelink Due |  Check Run |  Pay Day

UB – Biweekly Pays | US – Semimonthly Pays