

2021 HOURLY EMPLOYEE CALENDAR
 For Pay Period Cutoff, Turn-In, and Employee Pay Dates

JANUARY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	\$	9
10	11	12	13	14	15	16
17	18	19	20	21	22	✂
24	🔔	🕒	27	28	29	30
31						

FEBRUARY

S	M	T	W	T	F	S
	1	2	3	4	\$	6
7	8	9	10	11	12	13
14	15	16	17	18	19	✂
21	🔔	🕒	24	25	26	27
28						

MARCH

S	M	T	W	T	F	S
	1	2	3	4	\$	6
7	8	9	10	11	12	13
14	15	16	17	18	19	✂
21	🔔	🕒	24	25	26	27
28	29	30	31			

APRIL

S	M	T	W	T	F	S
					1	\$ 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	✂
25	🔔	🕒	28	29	30	

MAY

S	M	T	W	T	F	S
						1
2	3	4	5	6	\$	8
9	10	11	12	13	14	15
16	17	18	19	20	21	✂
23	🌧️	25	26	27	28	29
30	31					

JUNE

S	M	T	W	T	F	S
		1	2	3	\$	5
6	7	8	9	10	11	12
13	14	15	16	17	18	✂
20	🔔	🕒	23	24	25	26
27	28	29	30			

JULY

S	M	T	W	T	F	S
					1	\$ 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	✂
25	🔔	🕒	28	29	30	31

AUGUST

S	M	T	W	T	F	S
1	2	3	4	5	\$	7
8	9	10	11	12	13	14
15	16	17	18	19	20	✂
22	🔔	🕒	25	26	27	28
29	30	31				

SEPTEMBER

S	M	T	W	T	F	S
			1	2	\$	4
5	6	7	8	9	10	11
12	13	14	15	16	17	✂
19	🔔	🕒	22	23	24	25
26	27	28	29	30		

OCTOBER







S	M	T	W	T	F	S
					\$	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	✂
24	🔔	🕒	27	28	29	30
31						

NOVEMBER

S	M	T	W	T	F	S
	1	2	3	4	\$	6
7	8	9	10	11	12	13
14	15	16	17	18	19	✂
21	🌧️	23	24	25	26	27
28	29	30				

DECEMBER

S	M	T	W	T	F	S
			1	2	\$	4
5	6	7	8	9	10	11
12	🌧️	14	15	16	17	18
19	20	21	22	23	24	✂
26	27	28	29	30	31	

-  Hourly Employee Pay Day
-  Hourly Employee Cutoff Date
-  WTE Employee turn in by 12:00 p.m..
-  WTE Approver & all other Hourly Payroll information turn in by 9:00 a.m.
-  WTE Employee 9:00 a.m., WTE Approver & all other Hourly Payroll information 12:00 p.m.
-  Early Turn in for January Payroll due to the Holiday Break (9:00 a.m.)

All dates and times are subject to change.