

TIMESHEETS MUST BE SUBMITTED BY NOON ON THE DATE MARKED WITH

2024
Casual Payroll Dates and Cut Offs

| JANUARY | | | | | | |
|---------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | H | 2 | 3 | 4 | 5 | X |
| 7 | 8 | 9 | X | 10 | 11 | 12 |
| 14 | 15 | 16 | 17 | 18 | 19 | X |
| 21 | 22 | 23 | X | 24 | 25 | 26 |
| 28 | 29 | 30 | 31 | | | |

| FEBRUARY | | | | | | |
|----------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | | | | 1 | 2 | X |
| 4 | 5 | 6 | X | 7 | 8 | 9 |
| 11 | 12 | 13 | 14 | 15 | 16 | X |
| 18 | 19 | 20 | H | X | 22 | 23 |
| 25 | 26 | 27 | 28 | 29 | | |

| MARCH | | | | | | |
|-------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | | | | | | 1 |
| 3 | 4 | 5 | X | 6 | 7 | 8 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | X | 20 | 21 | 22 |
| 24 | 25 | 26 | 27 | 28 | 29 | H |
| 31 | | | | | | |

| APRIL | | | | | | |
|-------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | 1 | 2 | X | 3 | 4 | 5 |
| 7 | 8 | 9 | 10 | 11 | 12 | X |
| 14 | 15 | 16 | X | 17 | 18 | 19 |
| 21 | 22 | 23 | 24 | 25 | 26 | X |
| 28 | 29 | 30 | X | | | |

| MAY | | | | | | |
|-----|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | X |
| 12 | 13 | 14 | X | 15 | 16 | 17 |
| 19 | 20 | 21 | H | 22 | 23 | 24 |
| 26 | 27 | 28 | X | 29 | 30 | 31 |

| JUNE | | | | | | |
|------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | X | 12 | 13 | 14 |
| 16 | 17 | 18 | 19 | 20 | 21 | X |
| 23 | 24 | 25 | X | 26 | 27 | 28 |
| 30 | | | | | | |

| JULY | | | | | | |
|------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | H | 2 | 3 | 4 | 5 | X |
| 7 | 8 | 9 | X | 10 | 11 | 12 |
| 14 | 15 | 16 | 17 | 18 | 19 | X |
| 21 | 22 | 23 | X | 24 | 25 | 26 |
| 28 | 29 | 30 | 31 | | | |

| AUGUST | | | | | | |
|--------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | H | X | 8 | 9 |
| 11 | 12 | 13 | 14 | 15 | 16 | X |
| 18 | 19 | 20 | X | 21 | 22 | 23 |
| 25 | 26 | 27 | 28 | 29 | 30 | X |

| SEPTEMBER | | | | | | |
|-----------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| 1 | 2 | 3 | H | X | 5 | 6 |
| 8 | 9 | 10 | 11 | 12 | 13 | X |
| 15 | 16 | 17 | X | 18 | 19 | 20 |
| 22 | 23 | 24 | 25 | 26 | 27 | X |
| 29 | 30 | | | | | |

| OCTOBER | | | | | | |
|---------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | | 1 | X | 2 | 3 | 4 |
| 6 | 7 | 8 | 9 | 10 | 11 | X |
| 13 | 14 | 15 | H | X | 17 | 18 |
| 20 | 21 | 22 | 23 | 24 | 25 | X |
| 27 | 28 | 29 | X | 30 | 31 | |

| NOVEMBER | | | | | | |
|----------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | X |
| 10 | 11 | 12 | X | 13 | 14 | 15 |
| 17 | 18 | 19 | 20 | 21 | 22 | X |
| 24 | 25 | 26 | X | 27 | 28 | 29 |

| DECEMBER | | | | | | |
|----------|-----|------|-----|------|-----|-----|
| Sun | Mon | Tues | Wed | Thur | Fri | Sat |
| 1 | 2 | 3 | X | 4 | 5 | 6 |
| 8 | 9 | 10 | 11 | 12 | 13 | X |
| 15 | 16 | 17 | 18 | 19 | 20 | H |
| 22 | 23 | 24 | 25 | 26 | 27 | H |
| 29 | 30 | 31 | 1 | 2 | 3 | 4 |

X Cut off at 4:00 PM
 X Early cut off at 4:00 PM
 H Holiday
 Last Request for 2024 Off Cycles at Noon

Pay Day
 1-26 Pay period

DECEMBER TIMESHEETS
 EARLY CUTOFF FOR DEC 2024
 IS NOV 30TH 2024

CSL 2024 PAYROLL SCHEDULE

| Pay Period | Pay Period Start Date | Pay Period End Date | Pay Period Cut Off | Pay Date | Pay Run ID | Banking Holiday on Pay Day |
|------------|-----------------------|---------------------|--------------------|-----------|------------|----------------------------|
| 1 | 10-Dec-23 | 23-Dec-23 | 21-Dec-23 | 5-Jan-24 | 2024-CL-01 | No |
| 2 | 24-Dec-23 | 6-Jan-24 | 09-Jan-24 | 19-Jan-24 | 2024-CL-02 | No |
| 3 | 7-Jan-24 | 20-Jan-24 | 23-Jan-24 | 2-Feb-24 | 2024-CL-03 | No |
| 4 | 21-Jan-24 | 3-Feb-24 | 06-Feb-24 | 16-Feb-24 | 2024-CL-04 | No |
| 5 | 4-Feb-24 | 17-Feb-24 | 20-Feb-24 | 1-Mar-24 | 2024-CL-05 | No |
| 6 | 18-Feb-24 | 2-Mar-24 | 05-Mar-24 | 15-Mar-24 | 2024-CL-06 | No |
| 7 | 3-Mar-24 | 16-Mar-24 | 18-Mar-24 | 28-Mar-24 | 2024-CL-07 | Yes |
| 8 | 17-Mar-24 | 30-Mar-24 | 02-Apr-24 | 12-Apr-24 | 2024-CL-08 | No |
| 9 | 31-Mar-24 | 13-Apr-24 | 16-Apr-24 | 26-Apr-24 | 2024-CL-09 | No |
| 10 | 14-Apr-24 | 27-Apr-24 | 30-Apr-24 | 10-May-24 | 2024-CL-10 | No |
| 11 | 28-Apr-24 | 11-May-24 | 14-May-24 | 24-May-24 | 2024-CL-11 | No |
| 12 | 12-May-24 | 25-May-24 | 28-May-24 | 7-Jun-24 | 2024-CL-12 | No |
| 13 | 26-May-24 | 8-Jun-24 | 11-Jun-24 | 21-Jun-24 | 2024-CL-13 | No |
| 14 | 9-Jun-24 | 22-Jun-24 | 25-Jun-24 | 5-Jul-24 | 2024-CL-14 | No |
| 15 | 23-Jun-24 | 6-Jul-24 | 09-Jul-24 | 19-Jul-24 | 2024-CL-15 | No |
| 16 | 7-Jul-24 | 20-Jul-24 | 23-Jul-24 | 2-Aug-24 | 2024-CL-16 | No |
| 17 | 21-Jul-24 | 3-Aug-24 | 06-Aug-24 | 16-Aug-24 | 2024-CL-17 | No |
| 18 | 4-Aug-24 | 17-Aug-24 | 19-Aug-24 | 30-Aug-24 | 2024-CL-18 | No |
| 19 | 18-Aug-24 | 31-Aug-24 | 03-Sep-24 | 13-Sep-24 | 2024-CL-19 | No |
| 20 | 1-Sep-24 | 14-Sep-24 | 16-Sep-24 | 27-Sep-24 | 2024-CL-20 | No |
| 21 | 15-Sep-24 | 28-Sep-24 | 01-Oct-24 | 11-Oct-24 | 2024-CL-21 | No |
| 22 | 29-Sep-24 | 12-Oct-24 | 15-Oct-24 | 25-Oct-24 | 2024-CL-22 | No |
| 23 | 13-Oct-24 | 26-Oct-24 | 29-Oct-24 | 8-Nov-24 | 2024-CL-23 | No |
| 24 | 27-Oct-24 | 9-Nov-24 | 12-Nov-24 | 22-Nov-24 | 2024-CL-24 | No |
| 25 | 10-Nov-24 | 23-Nov-24 | 26-Nov-24 | 6-Dec-24 | 2024-CL-25 | No |
| 26 | 24-Nov-24 | 7-Dec-24 | 02-Dec-24 | 20-Dec-24 | 2024-CL-26 | No |
| 1 | 8-Dec-24 | 21-Dec-24 | 19-Dec-24 | 3-Jan-25 | 2025-CL-01 | No |

Early Cut Off
Early Pay Day

Offcycle cut off at noon, Monday, December 2nd, 2024