

Staff and Corp Payroll Schedule for 2025

Pay Period Beginning	Pay Period Ending	Timesheets Due (Crew Rosters)	Transmit P/R	Paycheck Distributed
Mon, Dec 23	Sun, Jan 05	Fri, Jan 03	Wed, Jan 08	Fri, Jan 10
Mon, Jan 06	Sun, Jan 19	Fri, Jan 17	Wed, Jan 22	Fri, Jan 24
Mon, Jan 20	Sun, Feb 02	Fri, Jan 31	Wed, Feb 05	Fri, Feb 07
Mon, Feb 03	Sun, Feb 16	Fri, Feb 14	Wed, Feb 19	Fri, Feb 21
Mon, Feb 17	Sun, Mar 02	Fri, Feb 28	Wed, Mar 05	Fri, Mar 07
Mon, Mar 03	Sun, Mar 16	Fri, Mar 14	Wed, Mar 19	Fri, Mar 21
Mon, Mar 17	Sun, Mar 30	Fri, Mar 28	Wed, Apr 02	Fri, Apr 04
Mon, Mar 31	Sun, Apr 13	Fri, Apr 11	Wed, Apr 16	Fri, Apr 18
Mon, Apr 14	Sun, Apr 27	Fri, Apr 25	Wed, Apr 30	Fri, May 02
Mon, Apr 28	Sun, May 11	Fri, May 09	Wed, May 14	Fri, May 16
Mon, May 12	Sun, May 25	Fri, May 23	Wed, May 28	Fri, May 30
Mon, May 26	Sun, Jun 08	Fri, Jun 06	Wed, Jun 11	Fri, Jun 13
Mon, Jun 09	Sun, Jun 22	Fri, Jun 20	Wed, Jun 25	Fri, Jun 27
Mon, Jun 23	Sun, Jul 06	Fri, Jul 04	Wed, Jul 09	Fri, Jul 11
Mon, Jul 07	Sun, Jul 20	Fri, Jul 18	Wed, Jul 23	Fri, Jul 25
Mon, Jul 21	Sun, Aug 03	Fri, Aug 01	Wed, Aug 06	Fri, Aug 08
Mon, Aug 04	Sun, Aug 17	Fri, Aug 15	Wed, Aug 20	Fri, Aug 22
Mon, Aug 18	Sun, Aug 31	Fri, Aug 29	Wed, Sep 03	Fri, Sep 05
Mon, Sep 01	Sun, Sep 14	Fri, Sep 12	Wed, Sep 17	Fri, Sep 19
Mon, Sep 15	Sun, Sep 28	Fri, Sep 26	Wed, Oct 01	Fri, Oct 03
Mon, Sep 29	Sun, Oct 12	Fri, Oct 10	Wed, Oct 15	Fri, Oct 17
Mon, Oct 13	Sun, Oct 26	Fri, Oct 24	Wed, Oct 29	Fri, Oct 31
Mon, Oct 27	Sun, Nov 09	Fri, Nov 07	Wed, Nov 12	Fri, Nov 14
Mon, Nov 10	Sun, Nov 23	Fri, Nov 21	Mon, Nov 24	Wed, Nov 26
Mon, Nov 24	Sun, Dec 07	Fri, Dec 05	Wed, Dec 10	Fri, Dec 12
Mon, Dec 08	Sun, Dec 21	Fri, Dec 19	Tue, Dec 23	Fri, Dec 26

Notes:

For the pay period of Jan 6-19th, we will lose one day for the pre-process of payroll due to the upcoming holiday, MLK Day, Jan 20th.

Rosters and timesheets will be submitted one day earlier, Thursday, Jan 16th.

For the pay period of Feb 3-16th, we will lose one day for the pre-process of payroll due to the upcoming holiday, President's Day, Feb 17th.

Rosters and timesheets will be submitted one day earlier, Thursday, Feb 13th.

For the pay period of May 12-25th, we will lose one day for the pre-process of payroll due to the upcoming holiday, Memorial Day, May 26th.

Rosters and timesheets will be submitted one day earlier, Thursday, May 22nd.

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For the pay period of Aug 18-31st, we will lose one day for the pre-process of payroll due to the upcoming holiday, Labor Day, Sept 1st.

Rosters and timesheets will be submitted one day earlier, Thursday, Aug 28th.

For the pay period of Oct 27-Nov 9th, we will lose one day for the pre-process of payroll due to the upcoming holiday, Veteran's Day, Nov 11th.

Rosters and timesheets will be submitted one day earlier, Thursday, Nov 6th.

For the pay period of Nov 10-23rd, we will lose one day for the pre-process of payroll due to the upcoming holiday, Thanksgiving Day & day after, Nov 27th & 28th.

Rosters and timesheets will be submitted one day earlier, Friday, Nov 21st.

Due to the upcoming holiday of Thanksgiving, the pay date will be Wednesday, Nov 26th.

For the pay period of Dec 8-21st, we will process the payroll during the winter break due to the upcoming holiday, Christmas & Winter leave (Dec 25-31, 2025)

Rosters and timesheets will need to be submitted a few days earlier than scheduled (Friday, Dec 22nd due to people who might be leaving earlier for their x-mas break.)

Check Date will be Friday, Dec 26, 2025, paychecks will be released on Friday, Dec 26th.