

# **Monthly Staff Payroll Schedule January 2010 through December 2010**

<b>Period Begin-End</b>	<b>Check Date</b>
01/01/2010-01/31/2010	01/29/2010
02/01/2010-02/28/2010	02/26/2010
03/01/2010-03/31/2010	03/31/2010
04/01/2010-04/30/2010	04/30/2010
05/01/2010-05/31/2010	05/28/2010
06/01/2010-06/30/2010	06/30/2010
07/01/2010-07/31/2010	07/30/2010
08/01/2010-08/31/2010	08/31/2010
09/01/2010-09/30/2010	09/30/2010
10/01/2010-10/31/2010	10/29/2010
11/01/2010-11/30/2010	11/30/2010
12/01/2010-12/31/2010	12/31/2010

- Direct Deposit and W4 changes must be received in the Controller's Office - Payroll by the 15th of the month to be processed for that month.
- Salary and Benefit changes processed by the Human Resources Department by the 15th of the month will be included for that month.

**DATES ARE SUBJECT TO CHANGE BY THE PAYROLL OFFICE**