



2025 Bi-Weekly Payroll Schedule

	Work Period Start Date (Sun)	Work Period End Date (Sat)	Absence/Time Off Req. and <u>Non-Exempt EE</u> Timesheets due to HR Dept.	Pay Date	NOTES
1	12/22/24	01/04/25	01/06/25	01/10/25	
2	01/05/25	01/18/25	01/20/25	01/24/25	
3	01/19/25	02/01/25	02/03/25	02/07/25	
4	02/02/24	02/15/25	02/17/25	02/21/25	
5	02/16/25	03/01/25	03/03/25	03/07/25	
6	03/02/25	03/15/25	03/17/25	03/21/25	
7	03/16/25	03/29/25	03/31/25	04/04/25	
8	03/30/25	04/12/25	04/14/25	04/18/25	
9	04/13/25	04/26/25	04/28/25	05/02/25	
10	04/27/25	05/10/25	05/12/25	05/16/25	
11	05/11/25	05/24/25	05/26/25	05/30/25	
12	05/25/25	06/07/25	06/09/25	06/13/25	
13	06/08/25	06/21/25	06/23/25	06/27/25	
14	06/22/25	07/05/25	07/07/25	07/11/25	
15	07/06/25	07/19/25	07/21/25	07/25/25	
16	07/20/25	08/02/25	08/04/25	08/08/25	
17	08/03/25	08/16/25	08/18/25	08/22/25	
18	08/17/25	08/30/25	09/01/25	09/05/25	
19	08/31/25	09/13/25	09/15/25	09/19/25	
20	09/14/25	09/27/25	09/29/25	10/03/25	
21	09/28/25	10/11/25	10/13/25	10/17/25	
22	10/12/25	10/25/25	10/27/25	10/31/25	
23	10/26/25	11/08/25	11/10/25	11/14/25	
24	11/09/25	11/22/25	11/24/25	11/28/25	*Timesheets required early, due to holiday/early payroll processing
25	11/23/25	12/06/25	12/08/25	12/12/25	
26	12/07/25	12/20/25	12/22/25	12/26/25	*Timesheets required early, due to holiday/early payroll processing