



2021 Payroll Schedule

Pay Cycle	Pay Date
12/21/20-01/03/21	1/8/2021
01/04-01/17	1/22/21
01/18-01/31	2/5/21
02/01-02/14	2/19/21
02/15-02/28	3/5/21
03/01-03/14	3/19/21
03/15-03/28	4/2/21
03/29-04/11	4/16/21
04/12-04/25	4/30/21
04/26-05/09	5/14/21
05/10-05/23	5/28/21
05/24-06/06	6/11/21
06/7-06/20	6/25/21
06/21-07/04	7/9/21
07/05-07/18	7/23/21
07/19-08/01	8/6/21
08/02-08/15	8/20/21
08/16-08/29	9/3/21
08/30-09/12	9/17/21
09/13-09/26	10/1/21
09/27-10/10	10/15/21
10/11-10/24	10/29/21
10/25-11/07	11/12/21
11/08-11/21	11/26/21
11/22-12/05	12/10/21
12/06-12/19	12/24/21
12/20/21-01/02/22	1/7/22

*All Time Sheets must be submitted weekly to Jersey Staffing no later than 12pm on Monday.

*Employees are not compensable for time traveling to and from work.

*Employees are not allowed to work overtime without prior approval from your Supervisor.

*Employees are responsible for their own time.

*Failure of the employee to submit a timesheet when required or submitting a fraudulent timesheet may result in disciplinary action or termination.

*Timesheets must be approved and signed off on by your Supervisor or other approved signor.