



2024 Payroll Schedule

Pay Cycle	Pay Date
12/18/23 - 12/31/23	1/5/24
1/1/24 - 1/14/24	1/19/24
1/15/24 - 1/28/24	2/2/24
1/29/24 - 2/11/24	2/16/24
2/12/24 - 2/25/24	3/1/24
2/26/24 - 3/10/24	3/15/24
3/11/24 - 3/24/24	3/29/24
3/25/24 - 4/7/24	4/12/24
4/8/24 - 4/21/24	4/26/24
4/22/24 - 5/5/24	5/10/24
5/6/24 - 5/19/24	5/24/24
5/20/24 - 6/2/24	6/7/24
6/3/24 - 6/16/24	6/21/24
6/17/24 - 6/30/24	7/5/24
7/1/24 - 7/14/24	7/19/24
7/15/24 - 7/28/24	8/2/24
7/29/24 - 8/11/24	8/16/24
8/12/24 - 8/25/24	8/30/24
8/26/24 - 9/8/24	9/13/24
9/9/24 - 9/22/24	9/27/24
9/23/24 - 10/6/24	10/11/24
10/7/24 - 10/20/24	10/25/24
10/21/24 - 11/3/24	11/8/24
11/4/24 - 11/17/24	11/22/24
11/18/24 - 12/1/24	12/6/24
12/2/24 - 12/15/24	12/20/24
12/16/24 - 12/29/24	1/3/25

*All Time Sheets must be submitted weekly to WorkDynamX no later than 10am 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.