

# 2021 TIME & LEAVE TIMESHEETS DUE DATES

Timesheets are due **1 day** after the pay period ends.  
Or earlier \*\*

PAY PERIOD	Due to Payroll	Pay Dates
01/01/21 - 01/15/21	1/15/21**	01/25/21
01/16/21 - 01/31/21	1/29/21**	02/10/21
02/01/21 - 02/15/21	2/12/21**	02/25/21
02/16/21 - 02/28/21	03/01/21	03/10/21
03/01/21 - 03/15/21	03/16/21	03/25/21
03/16/21 - 03/31/21	04/01/21	04/09/21
04/01/21 - 04/15/21	04/16/21	04/26/21
04/16/21 - 04/30/21	4/30/21**	05/10/21
05/01/21 - 05/15/21	5/17/21	05/25/21
05/16/21 - 05/31/21	06/01/21	06/10/21
06/01/21 - 06/15/21	06/16/21	06/25/21
06/16/21 - 06/30/21	6/29/21**	07/09/21
07/01/21 - 07/15/21	07/16/21	07/26/21
07/16/21 - 07/31/21	08/02/21	08/10/21
08/01/21 - 08/15/21	08/16/21	08/25/21
08/16/21 - 08/31/21	09/01/21	09/10/21
09/01/21 - 09/15/21	09/16/21	09/24/21
09/16/21 - 09/30/21	9/30/21**	10/8/21
10/01/21 - 10/15/21	10/18/21	10/25/21
10/16/21 - 10/31/21	11/01/21	11/10/21
11/01/21 - 11/15/21	11/16/21	11/24/21
11/16/21 - 11/30/21	12/01/21	12/10/21
12/01/21 - 12/15/21	12/16/21	12/23/21
12/16/21 - 12/31/21	12/31/21**	01/10/22

### Holidays

01/01/21	New Year's Day
01/18/21	Martin Luther King Jr's Birthday
02/15/21	President's Day
05/31/21	Memorial Day
07/05/21	Independence Day
09/06/21	Labor Day
11/25/21	Thanksgiving
11/26/21	Native American Heritage Day
12/24/21	Christmas
12/27/21	Christmas