

## ALL•TEMPS

### 2012 BIWEEKLY PAY SCHEDULE

**Submit Time Records to 100 Craig Hall on the following scheduled due dates before 2:00 PM: (Time record due dates are subject to change upon notice.) You will be advised of these changes when you bring in your Time Records or pick up your checks. Please indicate the proper biweekly end date on your Time Records, which is always the **SATURDAY** after the day Time Records are due.**

<u>Friday Time Record Due Date</u>	<u>Saturday Biweekly End Date</u>	<u>Friday Check Issue Date</u>
<b>12-20-11*Tuesday</b>	12-24-11	<b>12-29-11*Thursday</b>
01-06-12	01-07-12	01-13-12
01-20-12	01-21-12	01-27-12
02-03-12	02-04-12	02-10-12
02-17-12	02-18-12	02-24-12
<b>03-01-12*Thursday</b>	03-03-12	<b>03-08-12*Thursday</b>
03-16-12	03-17-12	03-23-12
03-30-12	03-31-12	04-06-12
04-13-12	04-14-12	04-20-12
04-27-12	04-28-12	05-04-12
05-11-12	05-12-12	05-18-12
<b>05-24-12*Thursday</b>	05-26-12	06-01-12
06-08-12	06-09-12	06-15-12
06-22-12	06-23-12	06-29-12
07-06-12	07-07-12	07-13-12
07-20-12	07-21-12	07-27-12
08-03-12	08-04-12	08-10-12
08-17-12	08-18-12	08-24-12
<b>08-30-12*Thursday</b>	09-01-12	09-07-12
09-14-12	09-15-12	09-21-12
09-28-12	09-29-12	10-05-12
10-12-12	10-13-12	10-19-12
10-26-12	10-27-12	11-02-12
11-09-12	11-10-12	11-16-12
<b>11-21-12*Wednesday</b>	11-24-12	11-30-12
12-07-12	12-08-12	12-14-12
<b>12-19-12*Wednesday</b>	12-22-12	12-28-12

**CHECKS FOR ALL• TEMPS EMPLOYEES ARE DISTRIBUTED BETWEEN THE HOURS OF 8:30 A.M. AND 2:00 P.M. (EMPLOYEES MUST HAVE A PHOTO I.D. WHEN PICKING UP A PAYCHECK.) CHECKS NOT PICKED UP WILL BE MAILED. DIRECT DEPOSIT IS ALSO AVAILABLE FOR YOUR CONVENIENCE.**

*\*Date was changed to accommodate a holiday.*