

Symbol Key:  Time Due  Pay Day  Postal and Bank Holiday

JANUARY							FEBRUARY							MARCH						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
														31						
APRIL							MAY							JUNE						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
JULY							AUGUST							SEPTEMBER						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					
OCTOBER							NOVEMBER							DECEMBER						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

### 2024 Bank & Post Office Holidays

\*Consumer Direct Care Network office closures

\*New Year's Day - Monday, January 1

\*Martin Luther King, Jr. Day - Monday, January 15

Presidents Day - Monday, February 19

\*Memorial Day - Monday, May 27

\*Juneteenth - Wednesday, June 19

\*Independence Day - Thursday, July 4

\*Labor Day - Monday, September 2

Columbus Day - Monday, October 14

\*Veterans Day - Monday, November 11

\*Thanksgiving Day - Thursday, November 28

\*Christmas Day - Wednesday, December 25



**For Live-In and CLTS Caregivers Only** - Each pay period consists of two Sunday through Saturday work weeks. Paper timesheets or web portal time is due Monday by midnight following each work week. Late time or time with mistakes may result in late pay. Thank you!

<b>Work Week 1</b>	<b>Timesheet Due</b>	<b>Work Week 2</b>	<b>Timesheet Due</b>	<b>Pay Date</b>
Sunday through Saturday	Monday	Sunday through Saturday	Monday	Friday
12/17/23 to 12/23/23	12/25/23	12/24/23 to 12/30/23	1/1/24	1/12/2024
12/31/23 to 1/6/2024	1/8/24	1/7/24 to 1/13/24	1/15/24	1/26/2024
1/14/24 to 1/20/24	1/22/24	1/21/24 to 1/27/24	1/29/24	2/9/2024
1/28/24 to 2/3/24	2/5/24	2/4/24 to 2/10/24	2/12/24	2/23/2024
2/11/24 to 2/17/24	2/19/24	2/18/24 to 2/24/24	2/26/24	3/8/2024
2/25/24 to 3/2/24	3/4/24	3/3/24 to 3/9/24	3/11/24	3/22/2024
3/10/24 to 3/16/24	3/18/24	3/17/24 to 3/23/24	3/25/24	4/5/2024
3/24/24 to 3/30/24	4/1/24	3/31/24 to 4/6/24	4/8/24	4/19/2024
4/7/24 to 4/13/24	4/15/24	4/14/24 to 4/20/24	4/22/24	5/3/2024
4/21/24 to 4/27/24	4/29/24	4/28/24 to 5/4/24	5/6/24	5/17/2024
5/5/24 to 5/11/24	5/13/24	5/12/24 to 5/18/24	5/20/24	5/31/2024
5/19/24 to 5/25/24	5/27/24	5/26/24 to 6/1/24	6/3/24	6/14/2024
6/2/24 to 6/8/24	6/10/24	6/9/24 to 6/15/24	6/17/24	6/28/2024
6/16/24 to 6/22/24	6/24/24	6/23/24 to 6/29/24	7/1/24	7/12/2024
6/30/24 to 7/6/24	7/8/24	7/7/24 to 7/13/24	7/15/24	7/26/2024
7/14/24 to 7/20/24	7/22/24	7/21/24 to 7/27/24	7/29/24	8/9/2024
7/28/24 to 8/3/24	8/5/24	8/4/24 to 8/10/24	8/12/24	8/23/2024
8/11/24 to 8/17/24	8/19/24	8/18/24 to 8/24/24	8/26/24	9/6/2024
8/25/24 to 8/31/24	9/2/24	9/1/24 to 9/7/24	9/9/24	9/20/2024
9/8/24 to 9/14/24	9/16/24	9/15/24 to 9/21/24	9/23/24	10/4/2024
9/22/24 to 9/28/24	9/30/24	9/29/24 to 10/5/24	10/7/24	10/18/2024
10/6/24 to 10/12/24	10/14/24	10/13/24 to 10/19/24	10/21/24	11/1/2024
10/20/24 to 10/26/24	10/28/24	10/27/24 to 11/2/24	11/4/24	11/15/2024
11/3/24 to 11/9/24	11/11/24	11/10/24 to 11/16/24	11/18/24	11/27/2024 (Wed.)
11/17/24 to 11/23/24	11/25/24	11/24/24 to 11/30/24	12/2/24	12/13/2024
12/1/24 to 12/7/24	12/9/24	12/8/24 to 12/14/24	12/16/24	12/27/2024
12/15/24 to 12/21/24	12/23/24	12/22/24 to 12/28/24	12/30/24	1/10/2025

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