

Green Payroll Dates 2023/24

Please ensure that your timesheets reach us by your deadline. Late timesheets may impact on your employee's tax and National Insurance. Please also be aware of any Bank Holidays and allow extra time for postage if necessary also differences for Christmas and Easter

Four week periods (starting Monday)	Timesheet must reach Equal Lives by <u>Tuesday 4.30pm</u>	PA's payment due (Friday)	Tax Week
06/03/2023	***EASTER*** Thursday 30/03/23	**Easter** Thursday 06/04/2023	4
13/03/2023			
20/03/2023			
27/03/2023			
03/04/23	*** EARLY MAY BANK HOLIDAY*** 28/04/23	05/05/2023	8
10/04/23			
17/04/23			
24/04/23			
****Payroll Deadline Change to <u>Monday</u>****			
01/05/23	*** EARLY MAY BANK HOLIDAY*** Thursday 25/05/23	02/06/2023	12
08/05/23			
15/05/23			
22/05/23			
29/05/23	26/06/2023	30/06/2023	16
05/06/23			
12/06/23			
19/06/23			
26/06/23	24/07/2023	28/07/2023	20
03/07/23			
10/07/23			
17/07/23			
24/07/23	21/08/2023	25/08/2023	24
31/07/23			
07/08/23			
14/08/23			
21/08/23	18/09/2023	22/09/2023	28
28/08/23			
04/09/23			
11/09/23			
18/09/23	16/10/2023	20/10/2023	32
25/09/23			
02/10/23			
09/10/23			
16/10/23	13/11/2023	17/11/2023	36
23/10/23			
30/10/23			
06/11/23			

Four week periods (starting Monday)	Timesheet must reach Equal Lives by <u>MONDAY</u> 4.30pm	PA's payment due (Friday)	Tax Week
13/11/23	11/12/2023	15/12/2023	40
20/11/23			
27/11/23			
04/12/23			
11/12/23	08/01/2024	12/01/2024	44
18/12/23			
25/12/23			
01/01/24			
08/01/24	05/02/2024	09/02/2024	48
15/01/24			
22/01/24			
29/01/24			
05/02/24	04/03/2024	08/03/2024	52
12/02/24			
19/02/24			
26/02/24			
04/03/24	***EASTER*** Thursday 28/03/2024	05/04/2024	4
11/03/24			
18/03/24			
25/03/24			
01/04/24	29/04/2024	03/05/2024	8
08/04/24			
15/04/24			
22/04/24			
29/04/24	*** EARLY MAY BANK HOLIDAY*** Thursday 23/05/2024	31/05/2024	12
06/05/24			
13/05/24			
20/05/24			
27/05/24	24/06/2024	28/06/2024	16
03/06/24			
10/06/24			
17/06/24			