

# July 24

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
June 30	July 1	2	3	4	5	6
	B - Reports ready by 10:00		Cycle – B Pay day A – Lockdown 2:00pm	July 4 <sup>th</sup> Holiday 	A - Payroll Clears Edits	
	Cycle A – Time and Attendance				Cycle A – Time and Attendance	
	Cycle B – Maintenance				Cycle B – Maintenance	
7	8	9	10	11	12	13
	A- Reports ready by 10:00		Cycle – A Pay day	B – Lockdown 2:00pm	B - Payroll Clears Edits	
	Cycle B – Time and Attendance					
	Cycle A – Maintenance					
14	15	16	17	18	19	20
	B-Reports ready by 10:00		Cycle – B Pay day	A – Lockdown 2:00pm	A - Payroll Clears Edits	
	Cycle A – Time and Attendance					
	Cycle B – Maintenance					
21	22	23	24	25	26	27
	A-Reports ready by 10:00		Cycle – A Pay day	B – Lockdown 2:00pm	B - Payroll Clears Edits	
	Cycle B – Time and Attendance					
	Cycle A – Maintenance					
28	29	30	31	August 1	2	3
	B-Reports ready by 10:00		Cycle – B Pay day	A – Lockdown 2:00pm	A - Payroll Clears Edits	
	Cycle A – Time and Attendance					
	Cycle B – Maintenance					