

May 24

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 28	29	30	May 1	2	3	4
			A - Pay Date	B - Lockdown 2:00pm	B - Payroll Clears Edits	
			Cycle B - Time and Attendance			
			Cycle A - Maintenance			
5	6	7	8	9	10	11
	B - Reports ready by 10:00		B - Pay Date	A - Lockdown 2:00pm	A - Payroll Clears Edits	
	Cycle A - Time and Attendance					
	Cycle B - Maintenance					
12	13	14	15	16	17	18
	A - Reports ready by 10:00		A - Pay Date	B - Lockdown 2:00pm	B - Payroll Clears Edits	
	Cycle B - Time and Attendance					
	Cycle A - Maintenance					
19	20	21	22	23	24	25
	B - Reports ready by 10:00		A - Lockdown 2:00pm	A - Payroll Clears Edits	A - Reports ready by 10:00	
			B - Pay Date		Cycle A - Maintenance	
	Cycle A - Time and Attendance					
	Cycle B - Maintenance					
26	27	28	29	30	31	June 1
	Memorial Day		A - Pay Date	B - Lockdown 2:00pm	B - Payroll Clears Edits	
		Cycle B - Time and Attendance				
		Cycle A - Maintenance				