

## 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	<b>***EASTER*** Thursday 30/03/23</b>	<b>**Easter** Thursday 06/04/2023</b>	4
13/03/2023			
20/03/2023			
27/03/2023			
03/04/23	<b>*** EARLY MAY BANK HOLIDAY*** 28/04/23</b>	<b>05/05/2023</b>	8
10/04/23			
17/04/23			
24/04/23			
<b>****Payroll Deadline Change to <u>Monday</u>****</b>			
01/05/23	<b>*** EARLY MAY BANK HOLIDAY*** Thursday 25/05/23</b>	<b>30/05/2023</b>	12
08/05/23			
15/05/23			
22/05/23			
29/05/23	<b>26/06/2023</b>	<b>30/06/2023</b>	16
05/06/23			
12/06/23			
19/06/23			
26/06/23	<b>24/07/2023</b>	<b>28/07/2023</b>	20
03/07/23			
10/07/23			
17/07/23			
24/07/23	<b>21/08/2023</b>	<b>25/08/2023</b>	24
31/07/23			
07/08/23			
14/08/23			
21/08/23	<b>18/09/2023</b>	<b>22/09/2023</b>	28
28/08/23			
04/09/23			
11/09/23			
18/09/23	<b>16/10/2023</b>	<b>20/10/2023</b>	32
25/09/23			
02/10/23			
09/10/23			

Four week periods (starting Monday)	Timesheet must reach Equal Lives by <u>MONDAY</u> 4.30pm	PA's payment due (Friday)	Tax Week
16/10/23	<b>13/11/2023</b>	<b>17/11/2023</b>	36
23/10/23			
30/10/23			
06/11/23			
13/11/23	<b>11/12/2023</b>	<b>15/12/2023</b>	40
20/11/23			
27/11/23			
04/12/23			
11/12/23	<b>08/01/2024</b>	<b>12/01/2024</b>	44
18/12/23			
25/12/23			
01/01/24			
08/01/24	<b>05/02/2024</b>	<b>09/02/2024</b>	44
15/01/24			
22/01/24			
29/01/24			
05/02/24	<b>04/03/2024</b>	<b>08/03/2024</b>	48
12/02/24			
19/02/24			
26/02/24			
04/03/24	<b>***EASTER*** Thursday 27/03/2024</b>	<b>05/04/2024</b>	52
11/03/24			
18/03/24			
25/03/24			
01/04/24	<b>29/04/2024</b>	<b>03/05/2024</b>	4
08/04/24			
15/04/24			
22/04/24			
29/04/24	<b>*** EARLY MAY BANK HOLIDAY*** Thursday 23/05/2024</b>	<b>31/05/2024</b>	8
06/05/24			
13/05/24			
20/05/24			
27/05/24	<b>24/06/2024</b>	<b>28/06/2024</b>	12
03/06/24			
10/06/24			
17/06/24			