



## Monthly Payment Schedule 18 - 19

Approved timesheets and supporting documentation are to be submitted by 12noon on the timesheet due date. Please send approved timesheets to PayMe either by email to [timesheets@payme.com.au](mailto:timesheets@payme.com.au) or via fax on 02 6231 5713.

Payroll Month	Timesheet due to PayMe 12.00 Noon	Payment Due
01 - 31 July 2018	Wednesday 1 August	Wednesday 08 August 2018
01 - 31 August 2018	Monday, 03 September	Friday, 07 September
01- 30 September 2018	Tuesday, 02 October <sup>1</sup>	Friday, 05 October
01 – 31 October 2018	Friday, 02 November	Wednesday, 07 November
01- 30 November 2018	Monday, 03 December	Friday, 07 December
01 – 31 December 2018	Wednesday, 02 January <sup>2</sup>	Wednesday, 09 January 2019
01 – 31 January 2019	Friday, 01 February	Friday, 08 February
01 – 28 February 2019	Friday, 01 March	Friday, 08 March
01 – 31 March 2019	Monday, 01 April	Friday, 05 April
01 – 30 April 2019	Wednesday, 01 May <sup>3</sup>	Wednesday, 08 May
01 – 31 May 2019	Monday, 03 June	Friday, 07 June
01 – 30 June 2019	Monday, 01 July	Friday 05 July

<sup>1</sup> 1<sup>st</sup> October Labour Day Public Holiday

<sup>2</sup> 1<sup>st</sup> January New Year's Day Public Holiday

<sup>3</sup> Easter Pay Period Option 1