



Bi-Monthly Payment Schedule 2019-20

Please submit approved timesheets and supporting documentation by 12 noon please on the timesheet due date. If you are experiencing difficulties with having your timesheet approved, please email or call us to let us know so we can ensure you are paid on time.

Period worked	Timesheet due	Payment due
16 – 30 June 2019	Monday, 01 July	Friday, 05 July
1 – 15 July 2019	Tuesday, 16 July	Friday, 19 July
16 – 31 July 2019	Thursday, 01 August	Wednesday, 07 August
1 – 15 August 2019	Friday, 16 August	Wednesday, 21 August
16 – 31 August 2019	Monday, 02 September	Friday, 06 September
1 – 15 September 2019	Monday, 16 September	Friday, 20 September
16 – 30 September 2019	Tuesday, 01 October	Friday, 04 October
1 – 15 October 2019	Wednesday, 16 October	Monday, 21 October
16 – 31 October 2019	Friday, 01 November	Wednesday, 07 November
1 – 15 November 2019	Monday, 18 November	Friday, 22 November
16 – 30 November 2019	Monday, 02 December	Friday, 06 December
1 – 15 December 2019	Monday, 16 December	Friday, 20 December
16 – 31 December 2019	Thursday, 02 January 2020 ¹	Wednesday, 08 January 2020
1 – 15 January 2020	Thursday, 16 January	Tuesday, 21 January
16 – 31 January 2020	Monday, 03 February	Friday, 07 February
1 – 15 February 2020	Monday, 17 February	Friday, 21 February
16 – 29 February 2020	Monday, 02 March	Friday, 06 March
1 – 15 March 2020	Monday, 16 March	Friday, 20 March
16 – 31 March 2020	Wednesday, 01 April	Tuesday, 07 April
1 – 15 April 2020	Thursday, 16 April	Tuesday, 21 April
16 – 30 April 2020	Friday, 01 May	Thursday, 07 May
1 – 15 May 2020	Monday, 18 May	Friday, 22 May
16 – 31 May 2020	Tuesday, 02 June	Monday, 08 June
1 – 15 June 2020	Tuesday, 16 June ²	Friday, 19 June
16 – 30 June 2020	Wednesday, 01 July	Tuesday, 01 July

Please send approved timesheets to PayMe either by email at timesheets@payme.com.au or via fax on 02 6231 5713.

¹Wednesday, 01 January – New Year’s Day Public Holiday

²Monday, 15 June – Reconciliation Day (ACT)

