

**Monthly paid employees
Cut off dates**

2016/17

| MONTH | SUBMISSION DEADLINE | PAY DAY |
|--------------|----------------------------|-----------------|
| Apr-16 | 14.04.16 | 28.04.16 |
| May-16 | 13.05.16 | 27.05.16 |
| Jun-16 | 14.06.16 | 28.06.16 |
| Jul-16 | 14.07.16 | 28.07.16 |
| Aug-16 | 12.08.16 | 26.08.16 |
| Sep-16 | 14.09.16 | 28.09.16 |
| Oct-16 | 14.10.16 | 28.10.16 |
| Nov-16 | 14.11.16 | 28.11.16 |
| Dec-16 | 08.12.16 | 22.12.16 |
| Jan-17 | 13.01.17 | 27.01.17 |
| Feb-17 | 14.02.17 | 28.02.17 |
| Mar-17 | 14.03.17 | 28.03.17 |

TO BE COI

*Please note - Earlier submission of contracts would be appreciated. Late submission may mean payments will be delayed until the following month.

NFIRMED