



Monthly Payment Schedule 2018

	Jan-18 (1st payment run)	Jan-18 (2nd payment run)	Feb-18 (1st payment run)	Feb-18 (2nd payment run)	Mar-18 (1st payment run)	Mar-18 (2nd payment run)	Apr-18 (1st payment run)	Apr-18 (2nd payment run)	May-18 (1st payment run)	May-18 (2nd payment run)	Jun-18 (1st payment run)	Jun-18 (2nd payment run)
Weekending Timesheets Submitted to	26/01/2018	26/01/2018	23/02/2018	23/02/2018	30/03/2018	30/03/2018	27/04/2018	27/04/2018	25/05/2018	25/05/2018	29/06/2018	29/06/2018
Timesheet Deadline	5.30pm 31/01/2018	5.30pm 07/02/2018	5.30pm 28/02/2018	5.30pm 07/03/2018	5.30pm 04/04/2018	5.30pm 11/04/2018	5.30pm 02/05/2018	5.30pm 09/05/2018	5.30pm 30/05/2018	5.30pm 06/06/2018	5.30pm 04/07/2018	5.30pm 11/07/2018
HN Processes Payment	02/02/2018	09/02/2018	02/03/2018	09/03/2018	06/04/2018	13/04/2018	04/05/2018	11/05/2018	01/06/2018	08/06/2018	06/07/2018	13/07/2018
Cleared Funds (with Ltd Co)	06/02/2018	13/02/2018	06/03/2018	13/03/2018	10/04/2018	17/04/2018	09/05/2018**	15/05/2018	05/06/2018	12/06/2018	10/07/2018	17/07/2018

	Jul-18 (1st payment run)	Jul-18 (2nd payment run)	Aug-18 (1st payment run)	Aug-18 (2nd payment run)	Sep-18 (1st payment run)	Sep-18 (2nd payment run)	Oct-18 (1st payment run)	Oct-18 (2nd payment run)	Nov-18 (1st payment run)	Nov-18 (2nd payment run)	Dec-18 (1st payment run)	Dec-18 (2nd payment run)
Weekending Timesheets Submitted to	27/07/2018	27/07/2018	31/08/2018	31/08/2018	28/09/2018	28/09/2018	26/10/2018	26/10/2018	30/11/2018	30/11/2018	28/12/2018	28/12/2018
Timesheet Deadline	5.30pm 01/08/2018	5.30pm 08/08/2018	5.30pm 05/09/2018	5.30pm 12/09/2018	5.30pm 03/10/2018	5.30pm 10/10/2018	5.30pm 31/10/2018	5.30pm 07/11/2018	5.30pm 05/12/2018	5.30pm 12/12/2018	TBA	TBA
HN Processes Payment	03/08/2018	10/08/2018	07/09/2018	14/09/2018	05/10/2018	12/10/2018	02/11/2018	09/11/2018	07/12/2018	14/12/2018	TBA	TBA
Cleared Funds (with Ltd Co)	07/08/2018	14/08/2018	11/09/2018	18/09/2018	09/10/2018	16/10/2018	06/11/2018	13/11/2018	11/12/2018	18/12/2018	TBA	TBA

**Please be aware payment for April timesheets will clear on Wednesday 09/05/2018 due to the Early May bank holiday 07/05/2018

It is the responsibility of the Contractor to have all timesheets approved before the timesheet deadlines.