<table>
<thead>
<tr>
<th>Sun</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
</tr>
</thead>
</table>
|     |     |     | **1** Exempt Pay Day (April 1st-30th)  
Non-Exempt Pay Period Begins  
(May 1st-15th Regular Hours = 88 Hours) | **2** Non-Exempt Time Sheet Due to Payroll (April 16th-30th Regular Hours = 88 Hours)  
TimeClock Plus Hours Due by 1pm Central Time | **3**     |     |
|     |     |     | **4**     |     |     |     |
| **5** |     | **6** | **7** | **8** | **9** | **10** |
|     |     |     |     |     |     | **10** Non-Exempt Pay Day  
(April 16th-30th) |
| **12** Mother's Day | **13** Non-Exempt ePAF’s Due to HR  
(May 1st-15th) | **14**     | **15** Exempt Leave Reports Due  
(April 1st-30th)  
Non-Exempt Pay Period Ends  
(May 1st-15th Regular Hours = 88 Hours) | **16** Non-Exempt Pay Period Begins  
(May 16th – 31st Regular Hours = 96 Hours) | **17** Non-Exempt Time Sheets Due to Payroll (May 1st-15th Regular Hours = 88 Hours)  
TimeClock Plus Hours Due by 1pm Central Time | **18** Exempt ePAF’s Due to HR |
| **19** | **20** | **21** | **22** | **23** | **24** | **25** |
|     |     |     |     |     | **24** Non-Exempt Pay Day  
(May 1st-15th) |     |
| **26** | **27** Memorial Day  
HOLIDAY | **28** | **29** Non-Exempt ePAF’s Due to HR  
(May 16th-31st) | **30** | **31** Non-Exempt Pay Period Ends  
(May 16th-31st Regular Hours = 96 Hours) |     |