

January 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 New Year's Day HOLIDAY Non-Exempt Pay Period Begins (January 1 st -15 th Regular Hours = 88 Hours)	2 Exempt Pay Day (December 1 st -31 st)	3 Non-Exempt Time Sheets Due to Payroll (December 16 th -31 st Regular Hours = 96 Hours) TimeClock Plus Hours Due By 1pm Central Time	4
5	6	7	8	9	10 Non-Exempt Pay Day (December 16 th -31 st)	11
12	13 Non-Exempt ePAFs Due to HR (January 1 st -15 th)	14	15 Exempt Leave Reports Due (December 1 st -31 st) Non-Exempt Pay Period Ends (January 1 st -15 th Regular Hours = 88 Hours)	16 Non-Exempt Pay Period Begins (January 16 th -31 st Regular Hours = 96 Hours)	17 Non-Exempt Time Sheets Due to Payroll (January 1 st -15 th Regular Hours = 88 Hours) TimeClock Plus Hours Due by 1pm Central Time	18 Exempt ePAFs Due to HR
19	20 Martin Luther King Jr. HOLIDAY	21	22	23	24 Non-Exempt Pay Day (January 1 st -15 th)	25
26	27	28	29 Non-Exempt ePAFs Due to HR (January 16 th -31 st)	30	31 Non-Exempt Pay Period Ends (January 16 th -31 st Regular Hours = 96 Hours)	