

## ***Payroll Due Dates***

Reminder - The Monthly payroll due date for May is 5/17/2016. Any payroll not received by the close of business on that date will be processed on the next available supplemental payroll, pay date 6/06/2016.

- 4/28 - Supplemental Payroll Due Date
- 5/04 - Supplemental RDS Reports
- 5/05 - 10:00 a.m. Supplemental EFT Cancellation Deadline
- 5/09 - Supplemental pay day
- 5/10 - CJIP Payroll Due Date
- 5/12 - Supplemental Payroll Due Date
- 5/13 - CJIP RDS Reports
- 5/16 - 10:00 a.m. CJIP EFT Cancellation Deadline
- 5/17 - Monthly Payroll/Benefits Due Date
- 5/18 - CJIP pay day; Supplemental RDS Reports
- 5/19 - 10:00 a.m. Supplemental EFT Cancellation Deadline
- 5/23 - Supplemental pay day; Monthly Payroll Reports available in RDS
- 5/25 - Supplemental Payroll Due Date
- 5/26 - 10:00 a.m. Monthly EFT Cancellation Deadline
- 5/31 - Monthly pay day

This information can be found on our website under:

<https://www.justiceadmin.com/HR/pay.aspx>