

## Main State Payroll

“UNCLASSIFIED” Hourly and FLSA Overtime Eligible Time Sheet Schedule and Deadlines

Pay Period Dates	Time Sheets Due	Check Date Salaried	Check Date Hourly
1/4/2024 – 1/17/2024	1/23/2024	1/31/2024	2/14/2024
1/18/2024 – 1/31/2024	2/7/2024	2/14/2024	2/28/2024
2/1/2024 – 2/14/2024	2/20/2024	2/28/2024	3/13/2024
2/15/2024 – 2/28/2024	3/5/2024	3/13/2024	3/27/2024
2/29/2024 – 3/13/2024	3/19/2024	3/27/2024	4/10/2024
3/14/2024 – 3/27/2024	4/2/2024	4/10/2024	4/24/2024
3/28/2024 – 4/10/2024	4/16/2024	4/24/2024	5/8/2024
4/11/2024 – 4/24/2024	4/30/2024	5/8/2024	5/22/2024
4/25/2024 – 5/8/2024	5/14/2024	5/22/2024	6/5/2024
5/9/2024 – 5/22/2024	5/28/2024	6/5/2024	6/19/2024
5/23/2024 – 6/5/2024	6/11/2024	6/19/2024	7/3/2024
6/6/2024 – 6/19/2024	6/25/2024	7/3/2024	7/17/2024
6/20/2024 – 7/3/2024	7/9/2024	7/17/2024	7/31/2024
7/4/2024 – 7/17/2024	7/23/2024	7/31/2024	8/14/2024
7/18/2024 – 7/31/2024	8/6/2024	8/14/2024	8/28/2024
8/1/2024 – 8/14/2024	8/20/2024	8/28/2024	9/11/2024
8/15/2024 – 8/28/2024	9/3/2024	9/11/2024	9/25/2024
8/29/2024 – 9/11/2024	9/17/2024	9/25/2024	10/9/2024
9/12/2024 – 9/25/2024	10/1/2024	10/9/2024	10/23/2024
9/26/2024 – 10/9/2024	10/15/2024	10/23/2024	11/6/2024
10/10/2024 – 10/23/2024	10/29/2024	11/6/2024	11/20/2024
10/24/2024 – 11/6/2024	11/12/2024	11/20/2024	12/4/2024
11/7/2024 – 11/20/2024	11/26/2024	12/4/2024	12/18/2024
11/21/2024 – 12/4/2024	12/10/2024	12/18/2024	1/1/2025
12/5/2024 – 12/18/2024	1/1/2025	1/1/2025	1/15/2025

**\*Please note these dates must be strongly adhered to because of early submission requirements by the NYS Comptroller’s Office.**

\*\*Pay dates are for hourly employees but also include payments received by salaried employees for additional hours worked (for overtime, extra-time, holidays, etc.)