

MAIN STATE PAYROLL
"UNCLASSIFIED" HOURLY and FLSA OVERTIME ELIGIBLE TIME SHEET SCHEDULE AND DEADLINES

PAY PERIOD EFFECTIVE DATES		TIME SHEETS DUE	CHECK DATE SALARIED EMPLOYEES	CHECK DATE HOURLY ** EMPLOYEES
11/14/2019	11/27/2019	12/3/2019	12/11/2019	12/24/2019
11/28/2019	12/11/2019	12/16/19*	12/24/2019	1/8/2020
12/12/2019	12/25/2019	12/31/2019	1/8/2020	1/22/2020
12/26/2019	1/8/2020	1/14/2020	1/22/2020	2/5/2020
1/9/2020	1/22/2020	1/28/2020	2/5/2020	2/19/2020
1/23/2020	2/5/2020	2/11/2020	2/19/2020	3/4/2020
2/6/2020	2/19/2020	2/25/2020	3/4/2020	3/18/2020
2/20/2020	3/4/2020	3/10/2020	3/18/2020	4/1/2020
3/5/2020	3/18/2020	3/24/2020	4/1/2020	4/15/2020
3/19/2020	4/1/2020	4/7/2020	4/15/2020	4/29/2020
4/2/2020	4/15/2020	4/21/2020	4/29/2020	5/13/2020
4/16/2020	4/29/2020	5/5/2020	5/13/2020	5/27/2020
4/30/2020	5/13/2020	5/19/2020	5/27/2020	6/10/2020
5/14/2020	5/27/2020	6/2/2020	6/10/2020	6/24/2020
5/28/2020	6/10/2020	6/16/2020	6/24/2020	7/8/2020
6/11/2020	6/24/2020	6/29/2020*	7/8/2020	7/22/2020
6/25/2020	7/8/2020	7/14/2020	7/22/2020	8/5/2020
7/9/2020	7/22/2020	7/28/2020	8/5/2020	8/19/2020
7/23/2020	8/5/2020	8/11/2020	8/19/2020	9/2/2020
8/6/2020	8/19/2020	8/25/2020	9/2/2020	9/16/2020
8/20/2020	9/2/2020	9/8/2020	9/16/2020	9/30/2020
9/3/2020	9/16/2020	9/22/2020	9/30/2020	10/14/2020
9/17/2020	9/30/2020	10/6/2020	10/14/2020	10/28/2020
10/1/2020	10/14/2020	10/20/2020	10/28/2020	11/10/2020
10/15/2020	10/28/2020	11/2/2020*	11/10/2020	11/25/2020
10/29/2020	11/11/2020	11/16/2020*	11/25/2020	12/9/2020
11/12/2020	11/25/2020	12/1/2020	12/9/2020	12/23/2020
11/26/2020	12/9/2020	12/14/2020*	12/23/2020	1/6/2021
12/10/2020	12/23/2020	12/28/2020*	1/6/2021	1/20/2021

*** 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 over-time, extra-time, holidays, ect,)**