

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
12/10/2020	12/23/2020	12/28/2020*	1/6/2021	1/20/2021
12/24/2020	1/6/2021	1/12/2021	1/20/2021	2/3/2021
1/7/2021	1/20/2021	1/26/2021	2/3/2021	2/17/2021
1/21/2021	2/3/2021	2/8/2021*	2/17/2021	3/3/2021
2/4/2021	2/17/2021	2/23/2021	3/3/2021	3/17/2021
2/18/2021	3/3/2021	3/9/2021	3/17/2021	3/31/2021
3/4/2021	3/17/2021	3/23/2021	3/31/2021	4/14/2021
3/18/2021	3/31/2021	4/6/2021	4/14/2021	4/28/2021
4/1/2021	4/14/2021	4/20/2021	4/28/2021	5/12/2021
4/15/2021	4/28/2021	5/4/2021	5/12/2021	5/26/2021
4/29/2021	5/12/2021	5/18/2021	5/26/2021	6/9/2021
5/13/2021	5/26/2021	6/1/2021	6/9/2021	6/23/2021
5/27/2021	6/9/2021	6/15/2021	6/23/2021	7/7/2021
6/10/2021	6/23/2021	6/28/2021*	7/7/2021	7/21/2021
6/24/2021	7/7/2021	7/13/2021	7/21/2021	8/4/2021
7/8/2021	7/21/2021	7/27/2021	8/4/2021	8/18/2021
7/22/2021	8/4/2021	8/10/2021	8/18/2021	9/1/2021
8/5/2021	8/18/2021	8/24/2021	9/1/2021	9/15/2021
8/19/2021	9/1/2021	9/7/2021	9/15/2021	9/29/2021
9/2/2021	9/15/2021	9/21/2021	9/29/2021	10/13/2021
9/16/2021	9/29/2021	10/4/2021*	10/13/2021	10/27/2021
9/30/2021	10/13/2021	10/19/2021	10/27/2021	11/10/2021
10/14/2021	10/27/2021	11/2/2021	11/10/2021	11/24/2021
10/28/2021	11/10/2021	11/16/2021	11/24/2021	12/8/2021
11/11/2021	11/24/2021	11/30/2021	12/8/2021	12/22/2021
11/25/2021	12/8/2021	12/14/2021	12/22/2021	1/5/2022
12/9/2021	12/22/2021	12/27/2021*	1/5/2022	1/19/2022
12/23/2021	1/5/2022	1/10/2022*	1/19/2022	2/2/2022
1/6/2022	1/19/2022	1/25/2022	2/2/2022	2/16/2022

*** 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,)**