



# PROSPECT HEIGHTS PARK DISTRICT

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110 W. Camp McDonald Road, Prospect Heights, Illinois 60070

## 2016 PAYROLL CALENDAR

Pay Period Wednesday – Tuesday  
Every Two Weeks

P/R #	Pay Period	Time Sheets Due	Pay Date
1	DEC 23 - JAN 5	JANUARY 6	JANUARY 8
2	JAN 6 - JAN 19	JANUARY 20	JANUARY 22
3	JAN 20 - FEB 2	FEBRUARY 3	FEBRUARY 5
4	FEB 3 - FEB 16	FEBRUARY 17	FEBRUARY 19
5	FEB 17 - MAR 1	MARCH 2	MARCH 4
6	MAR 2 - MAR 15	MARCH 16	MARCH 18
7	MAR 16 - MAR 29	MARCH 30	APRIL 1
8	MAR 30 - APR 12	APRIL 13	APRIL 15
9	APR 13 - APR 26	APRIL 27	APRIL 29
10	APR 27 - MAY 10	MAY 11	MAY 13
11	MAY 11 - MAY 24	MAY 25	MAY 27
12	MAY 25 - JUN 7	JUNE 8	JUNE 10
13	JUN 8 - JUN 21	JUNE 22	JUNE 24
14	JUN 22 - JUL 5	JULY 6	JULY 8
15	JUL 6 - JUL 19	JULY 20	JULY 22
16	JUL 20 - AUG 2	AUGUST 3	AUGUST 5
17	AUG 3 - AUG 16	AUGUST 17	AUGUST 19
18	AUG 17 - AUG 30	AUGUST 31	SEPTEMBER 2
19	AUG 31 - SEPT 13	SEPTEMBER 14	SEPTEMBER 16
20	SEPT 14 - SEPT 27	SEPTEMBER 28	SEPTEMBER 30
21	SEPT 28 - OCT 11	OCTOBER 12	OCTOBER 14
22	OCT 12 - OCT 25	OCTOBER 26	OCTOBER 28
23	OCT 26 - NOV 8	NOVEMBER 7 *	NOVEMBER 10
24	NOV 9 - NOV 22	NOVEMBER 21 *	NOVEMBER 25
25	NOV 23 - DEC 6	DECEMBER 7	DECEMBER 9
26	DEC 7 - DEC 20	DECEMBER 21	DECEMBER 23

**\* PLEASE NOTE CHANGE IN PAYROLL PROCESSING**