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| --- | --- | --- | --- |
| **Period Begin** | **Period End** | **Timesheet Due No Later Than EOB On** | **Payroll Deposited** |
| 12/24/2023 | 1/6/2024 | 1/9/2024 | 1/12/2024 |
| 1/7/2024 | 1/20/2024 | 1/23/2024 | 1/26/2024 |
| 1/21/2024 | 2/3/2024 | 2/6/2024 | 2/9/2024 |
| 2/4/2024 | 2/17/2024 | 2/20/2024 | 2/23/2024 |
| 2/18/2024 | 3/2/2024 | 3/5/2024 | 3/8/2024 |
| 3/3/2024 | 3/16/2024 | 3/19/2024 | 3/22/2024 |
| 3/17/2024 | 3/30/2024 | 4/2/2024 | 4/5/2024 |
| 3/31/2024 | 4/13/2024 | 4/16/2024 | 4/19/2024 |
| 4/14/2024 | 4/27/2024 | 4/30/2024 | 5/3/2024 |
| 4/28/2024 | 5/11/2024 | 5/14/2024 | 5/17/2024 |
| 5/12/2024 | 5/25/2024 | 5/28/2024 | 5/31/2024 |
| 5/26/2024 | 6/8/2024 | 6/11/2024 | 6/14/2024 |
| 6/9/2024 | 6/22/2024 | 6/25/2024 | 6/28/2024 |
| 6/23/2024 | 7/6/2024 | 7/9/2024 | 7/12/2024 |
| 7/7/2024 | 7/20/2024 | 7/23/2024 | 7/26/2024 |
| 7/21/2024 | 8/3/2024 | 8/6/2024 | 8/9/2024 |
| 8/4/2024 | 8/17/2024 | 8/20/2024 | 8/23/2024 |
| 8/18/2024 | 8/31/2024 | 9/3/2024 | 9/6/2024 |
| 9/1/2024 | 9/14/2024 | 9/17/2024 | 9/20/2024 |
| 9/15/2024 | 9/28/2024 | 10/1/2024 | 10/4/2024 |
| 9/29/2024 | 10/12/2024 | 10/15/2024 | 10/18/2024 |
| 10/13/2024 | 10/26/2024 | 10/29/2024 | 11/1/2024 |
| 10/27/2024 | 11/9/2024 | 11/12/2024 | 11/15/2024 |
| 11/10/2024 | 11/23/2024 | 11/26/2024 | 11/29/2024 |
| 11/24/2024 | 12/7/2024 | 12/10/2024 | 12/13/2024 |
| 12/8/2024 | 12/21/2024 | 12/24/2024 | 12/27/2024 |
| 12/22/2024 | 1/4/2025 | 1/7/2025 | 1/10/2025 |

**All time should be entered into the Paychex Time and Attendance Portal no later than the end of business on the last day of the pay period.**

**Electronic timesheets (signed by your PI) are due no later than the end of business Tuesday following the end of the pay period and should be emailed to Rebecca Kammer at** rebecca.kammer@va.gov .

***If you have any issues regarding timesheets or pay, please contact Rebecca Kammer.***

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| ***Rebecca Kammer*** | ***BBBS - 501 N. Grand*** | ***314-652-4100 x. 55545*** | ***Rebecca.Kammer@va.gov*** |