

Pay Day Schedule – Cycle 1

First Monday on the timesheet	Last Sunday on the timesheet	Pay Day
	Date to post your timesheets	
Monday 25 October 2021	Sunday 21 November 2021	Friday 26 November 2021
Monday 22 November 2021	Sunday 19 December 2021	Friday 24 December 2021 (email early B/H)
Monday 20 December 2021	Sunday 16 January 2022	Friday 21 January 2022
Monday 17 January 2022	Sunday 13 February 2022	Friday 18 February 2022
Monday 14 February 2022	Sunday 13 March 2022	Friday 18 March 2022
Monday 14 March 2022	Sunday 10 April 2022	Friday 15 April 2022
Monday 11 April 2022	Sunday 8 May 2022	Friday 13 May 2022
Monday 9 May 2022	Sunday 5 June 2022	Friday 10 June 2022
Monday 6 June 2022	Sunday 3 July 2022	Friday 8 July 2022
Monday 4 July 2022	Sunday 31 July 2022	Friday 5 August 2022
Monday 1 August 2022	Sunday 28 August 2022	Friday 2 September 2022 (email early B/H)
Monday 29 August 2022	Sunday 25 September 2022	Friday 30 September 2022
Monday 26 September 2022	Sunday 23 October 2022	Friday 28 October 2022
Monday 24 October 2022	Sunday 20 November 2022	Friday 25 November 2022
Monday 21 November 2022	Sunday 18 December 2022	Friday 23 December 2022

Please ensure you send your timesheets on a regular 4 weekly basis (on the date in the middle column above). Timesheets must reach JMA by the MONDAY of the week your pay day falls. This payday schedule forms part of the terms and conditions of your contract with JMA.