

Fortnight Payroll Dates – 2024/2025

Start (Fri)	End (Thu)	Timesheet Due (FRI)	Payment (WED)	Notes
21/06/2024	4/07/2024	5/07/2024	10/07/2024	
5/07/2024	18/07/2024	19/07/2024	24/07/2024	
19/07/2024	1/08/2024	2/08/2024	7/08/2024	
2/08/2024	15/08/2024	16/08/2024	21/08/2024	
16/08/2024	29/08/2024	30/08/2024	4/09/2024	
30/08/2024	12/09/2024	13/09/2024	18/09/2024	
13/09/2024	26/09/2024	27/09/2024	2/10/2024	23/09 Kings Bday
27/09/2024	10/10/2024	11/10/2024	16/10/2024	
11/10/2024	24/10/2024	25/10/2024	30/10/2024	
25/10/2024	7/11/2024	8/11/2024	13/11/2024	
8/11/2024	21/11/2024	22/11/2024	27/11/2024	
22/11/2024	5/12/2024	6/12/2024	11/12/2024	
6/12/2024	19/12/2024	19/12/2024	24/12/2024	
20/12/2024	2/01/2025	3/01/2025	8/01/2025	25/12, 26/12, 01/01 Xmas New Year
3/01/2025	16/01/2025	17/01/2025	22/01/2025	
17/01/2025	30/01/2025	31/01/2025	5/02/2025	26/01, 27/01 Aust Day
31/01/2025	13/02/2025	14/02/2025	19/02/2025	
14/02/2025	27/02/2025	27/02/2025	5/03/2025	
28/02/2025	13/03/2025	14/03/2025	19/03/2025	03/03 Labour Day
14/03/2025	27/03/2025	28/03/2025	3/04/2024	
28/03/2025	10/04/2025	11/04/2025	16/04/2025	18, 20 & 21st Easter
11/04/2025	24/04/2025	24/04/2025	30/04/2025	
25/04/2025	8/05/2025	9/05/2025	14/05/2025	25/04 Anzac Day
9/05/2025	22/05/2025	23/05/2025	28/05/2025	
23/05/2025	5/06/2025	6/06/2025	11/06/2025	02/06 WA Day
6/06/2025	19/06/2025	20/06/2025	25/06/2025	Mon 03/06 – PH WA Day

Payroll Fortnight:
Friday to Thursday

(PPE = Pay Period Ending)

TIMESHEETS

Are due by 10am Fridays; your SC may prescribe an earlier time to allow them to check before submitting. Late Timesheets will NOT be paid until the following fortnight's pay run.

EARLY TIMESHEETS:

For PPE's ending on a Public Holiday long weekend, Timesheets Are required earlier than the usual day, these have been highlighted in yellow.

For these fortnights you will need to forecast your hours, they will then be adjusted in the next fortnight.

Any changes to these times will be communicated to you via text message and on your payslip.

