

Archdiocese of Louisville
Parish Payroll Calendar
January 1 – December 31, 2015

Pay period for EXEMPT and NON- EXEMPT SALARY basis employees	Pay period for HOURLY employees	Timesheets due to office no later than:	File processed and released BETWEEN 8AM AND 3PM:	Pay date direct deposit funds posted to employee's account
1/1-1/15	12/27-1/8	Friday, January 09, 2015	Tuesday, January 13, 2015	Thursday, January 15, 2015
1/16-1/31	1/9-1/23	Monday, January 26, 2015	Wednesday, January 28, 2015	Friday, January 30, 2015
2/1-2/15	1/24-2/6	Monday, February 09, 2015	Wednesday, February 11, 2015	Friday, February 13, 2015
2/16-2/28	2/7-2/20	Monday, February 23, 2015	Wednesday, February 25, 2015	Friday, February 27, 2015
3/1-3/15	2/21-3/6	Monday, March 09, 2015	Wednesday, March 11, 2015	Friday, March 13, 2015
3/16-3/31	3/7-3/24	Wednesday, March 25, 2015	Friday, March 27, 2015	Tuesday, March 31, 2015
4/1-4/15	3/25-4/8	Thursday, April 09, 2015	Monday, April 13, 2015	Wednesday, April 15, 2015
4/16-4/30	4/9-4/23	Friday, April 24, 2015	Tuesday, April 28, 2015	Thursday, April 30, 2015
5/1-5/15	4/24-5/8	Monday, May 11, 2015	Wednesday, May 13, 2015	Friday, May 15, 2015
5/16-5/31	5/9-5/22	Friday, May 22, 2015	Wednesday, May 27, 2015	Friday, May 29, 2015
6/1-6/15	5/23-6/8	Tuesday, June 09, 2015	Thursday, June 11, 2015	Monday, June 15, 2015
6/16-6/30	6/9-6/23	Wednesday, June 24, 2015	Friday, June 26, 2015	Tuesday, June 30, 2015
7/1-7/15	6/24-7/8	Thursday, July 09, 2015	Monday, July 13, 2015	Wednesday, July 15, 2015
7/16-7/31	7/9-7/24	Monday, July 27, 2015	Wednesday, July 29, 2015	Friday, July 31, 2015
8/1-8/15	7/25-8/7	Monday, August 10, 2015	Wednesday, August 12, 2015	Friday, August 14, 2015
8/16-8/31	8/8-8/24	Tuesday, August 25, 2015	Thursday, August 27, 2015	Monday, August 31, 2015
9/1-9/15	8/25-9/8	Wednesday, September 09, 2015	Friday, September 11, 2015	Tuesday, September 15, 2015
9/16-9/30	9/9-9/23	Thursday, September 24, 2015	Monday, September 28, 2015	Wednesday, September 30, 2015
10/1-10/15	9/24-10/8	Friday, October 09, 2015	Tuesday, October 13, 2015	Thursday, October 15, 2015
10/16-10/31	10/9-10/23	Monday, October 26, 2015	Wednesday, October 28, 2015	Friday, October 30, 2015
11/1-11/15	10/24-11/5	Friday, November 06, 2015	Tuesday, November 10, 2015	Friday, November 13, 2015
11/16-11/30	11/6-11/22	Monday, November 23, 2015	Wednesday, November 25, 2015	Monday, November 30, 2015
12/1-12/15	11/23-12/8	Wednesday, December 09, 2015	Friday, December 11, 2015	Tuesday, December 15, 2015
12/16-12/31	12/9-12/26	Wednesday, December 23, 2015	Tuesday, December 29, 2015	Thursday, December 31, 2015

Please note: due to the holidays schedule, holiday pay for Christmas Day and Day after Christmas will need to be included on the timesheets due 12/23/14 and hours for 12/23 will need to be estimated and adjusted on the 1/15/16 check if necessary.

Helpful information about pay dates, pay periods, and payroll processing:
 Paydays are the 15th and the last day of the month. If the 15th or the last day of the month falls on a Saturday, Sunday, or Holiday, pay day will be on the preceding Friday.
 The pay period is driven by the pay date. For hourly employees, the pay period for any pay day ends seven days (including holidays) before pay day.