



Calendar Year 2024-2025

Period Timesheets Cover	Contractor Timesheet Submission Deadline	Client Approval Deadline	Payment Date
1st March - 31st March	Wednesday 3rd April	Thursday 4th April	Friday 5th April
1st April - 30th April	Thursday 2nd May	Friday 3rd May	Monday 6th May
1st May - 31st May	Wednesday 5th June	Thursday 6th June	Friday 7th June
1st June - 30th June	Wednesday 3rd July	Thursday 4th July	Friday 5th July
1st July - 31st July	Friday 2nd August	Monday 5th August	Tuesday 6th August
1st August - 31st August	Wednesday 4th September	Thursday 5th September	Friday 6th September
1st September - 30th September	Wednesday 2nd October	Thursday 3rd October	Friday 4th October
1st October - 31st October	Tuesday 5th November	Wednesday 6th November	Thursday 7th November
1st November - 30th November	Wednesday 4th December	Thursday 5th December	Friday 6th December
1st December - 31st December	Monday 6th January	Tuesday 7th January	Wednesday 8th January
1st January - 31st January	Monday 3rd February	Tuesday 4th February	Wednesday 5th February
1st February - 28th February	Tuesday 4th March	Wednesday 5th March	Thursday 6th March
1st March - 31st March	Wednesday 2nd April	Thursday 3rd April	Friday 4th April