



Monthly Payment Schedule 2020 - 2021

Please submit approved timesheets and supporting documentation by 12 noon please on the timesheet due date. If you are experiencing difficulties with having your timesheet approved, please email or call us to let us know so we can ensure you are paid on time.

Payroll Month	Timesheet Due	Payment Due
01 – 31 August 2020	Tuesday, 01 September	Saturday, 05 September
01 – 30 September 2020	Thursday, 01 October	Friday, 09 October ¹
01 – 31 October 2020	Monday, 02 November	Friday, 06 November
01 – 30 November 2020	Tuesday, 01 December	Saturday, 05 December
01 – 31 December 2020	Monday, 04 January 2021	Friday, 08 January 2021
01 – 31 January 2021	Monday, 01 February	Friday, 05 February
01 – 28 February 2021	Monday, 01 March	Friday, 05 March
01 – 31 March 2021	Thursday, 01 April	Friday, 09 April ²
01 – 30 April 2021	Monday, 03 May	Friday, 07 May
01 – 31 May 2021	Tuesday, 01 June	Saturday, 05 June ³

Please provide timesheets and supporting documentation to timesheets@payme.com.au by the due date above.

Payment Dates following Public Holidays:

¹ 05 October 2020: Labour Day/Queen's Birthday Public Holiday - ACT/NSW & SA

² 02 April and 05 April 2021: Good Friday and Easter Monday Public Holiday - National

³ 31 May 2021: Reconciliation Day Public Holiday - ACT