



Fortnightly 1 Payment Schedule 2021-22

Please submit approved timesheets and supporting documentation by 12 noon 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.

Period worked	Timesheet due	Payment due
21 Jun – 04 July 2021	Monday, 05 July 2021	Friday 09 July 2021
05 July – 18 July	Monday, 19 July	Friday, 23 July
19 July – 01 August	Monday, 02 August	Friday, 06 August
02 – 15 August	Monday, 16 August	Friday, 20 August
16 – 29 August	Monday, 30 August	Friday, 03 September
30 August – 12 September	Monday, 13 September	Friday, 17 September
13 - 26 September	Monday, 27 September	Friday, 01 October
27 September – 11 October	Monday, 11 October	Friday, 15 October
11 – 24 October	Monday, 25 October	Friday, 29 October
25 October – 07 November	Monday, 08 November	Friday, 12 November
08 – 21 November	Monday, 22 November	Friday, 26 November
22 November – 05 December	Monday, 06 December	Friday, 10 December
06 - 19 December	Monday, 20 December	Friday, 24 December
20 December – 02 January 2022	Tuesday, 04 January 2022 ¹	Friday, 07 January 2022 ¹
03 – 16 January	Monday, 17 January	Friday, 21 January
17 – 30 January	Monday, 31 January	Friday, 04 February
31 January – 13 February	Monday, 14 February	Friday, 18 February
13 – 26 February	Monday, 28 February	Friday, 04 March
28 February – 13 March	Tuesday, 15 March ²	Friday, 18 March ²
14 – 27 March	Monday, 28 March	Friday, 01 April
28 March – 10 April	Monday, 11 April	Friday, 15 April
11 – 24 April	Tuesday, 26 April ³	Friday, 29 April
25 April – 08 May	Monday, 09 May	Friday, 13 May
09 – 22 May	Monday, 23 May	Friday, 27 May
23 May – 05 June	Monday, 06 June	Friday, 10 June
06 – 19 June	Monday, 20 June	Friday, 24 June

Please send approved timesheets and supporting documentation to PayMe either by Email to timesheets@payme.com.au

¹ 03 January 2022: New Year's Day Public Holiday – National

² 14 March 2022: Canberra Day Public Holiday (ACT) – Adelaide Cup Day (SA) – Labour Day (VIC) – Eight Hours Day (TAS)

³ 25 April 2022: ANZAC Day Public Holiday – National