



Bi-Monthly Payment Schedule 2022

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
1 - 15 January	Monday, 17 January	Friday, 21 January
16 - 31 January	Tuesday, 1 February	Friday, 4 February
1 - 15 February	Wednesday, 16 February	Friday, 18 February
16 - 28 February	Tuesday, 1 March	Friday, 4 March
1 - 15 March	Wednesday, 16 March	Friday, 18 March
16 - 31 March	Friday, 1 April	Wednesday, 6 April
1 - 15 April	Tuesday, 19 April ¹	Friday, 22 April
16 - 30 April	Monday, 2 May	Friday, 6 May
1 - 15 May	Monday, 16 May	Friday, 20 May
16 - 31 May	Wednesday, 1 June	Friday, 3 June
1 - 15 June	Thursday, 16 June	Saturday, 18 June
16 - 30 June	Friday, 1 July	Wednesday, 6 July
1 - 15 July	Monday, 18 July	Friday, 22 July
16 - 31 July	Monday, 1 August	Friday, 5 August
1 - 15 August	Tuesday, 16 August	Friday, 19 August
16 - 31 August	Thursday, 1 September	Saturday, 3 September
1 - 15 September	Friday, 16 September	Wednesday, 21 September
16 - 30 September	Tuesday, 4 October ²	Friday, 7 October
1 - 15 October	Monday, 17 October	Friday, 21 October
16 - 31 October	Tuesday, 1 November	Friday, 4 November
1 - 15 November	Wednesday, 16 November	Friday, 18 November
16 - 30 November	Thursday, 1 December	Saturday, 3 December
1 - 15 December	Friday, 16 December	Wednesday, 21 December
16 - 31 December	Tuesday, 3 January 2023 ³	Friday, 6 January 2023

Please send approved timesheets and supporting documentation to timesheets@payme.com.au.

¹ 18 April 2022: Easter Monday – National

² 3 October 2022: Labour Day (ACT, NSW & SA)

³ 2 January 2023: New Year's Day Public Holiday – National