



Fortnightly 2 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 |
|--------------------------------------|--------------------------------------|------------------------|
| 27 December - 09 January 2022 | Monday, 10 January | Friday, 14 January |
| 10 - 23 January | Monday, 24 January ¹ | Friday, 28 January |
| 24 January - 06 February | Monday, 7 February | Friday, 11 February |
| 07 - 20 February | Monday, 21 February | Friday, 25 February |
| 21 February - 06 March | Monday, 7 March | Friday, 11 March |
| 07 - 20 March | Monday, 21 March | Friday, 25 March |
| 21 March - 03 April | Monday, 4 April | Friday, 8 April |
| 04 - 17 April | Tuesday, 19 April ² | Friday, 22 April |
| 18 April - 01 May | Monday, 2 May | Friday, 6 May |
| 02 - 15 May | Monday, 16 May | Friday, 20 May |
| 16 - 29 May | Tuesday, 31 May ³ | Friday, 3 June |
| 30 May - 12 June | Tuesday, 14 June ⁴ | Friday, 17 June |
| 13 - 26 June | Monday, 27 June | Friday, 1 July |
| 27 June - 10 July | Monday, 11 July | Friday, 15 July |
| 11 - 24 July | Monday, 25 July | Friday, 29 July |
| 25 July - 07 August | Monday, 8 August | Friday, 12 August |
| 08 - 21 August | Monday, 22 August | Friday, 26 August |
| 22 August - 04 September | Monday, 5 September | Friday, 9 September |
| 05 - 18 September | Monday, 19 September | Friday, 23 September |
| 19 September - 02 October | Tuesday, 4 October ⁵ | Friday, 7 October |
| 03 - 16 October | Monday, 17 October | Friday, 21 October |
| 17 - 30 October | Monday, 31 October | Friday, 4 November |
| 31 October - 13 November | Monday, 14 November | Friday, 18 November |
| 14 - 27 November | Monday, 28 November | Friday, 2 December |
| 28 November - 11 December | Monday, 12 December | Friday, 16 December |
| 12 - 25 December | Friday, 23 December ⁶ | Friday, 30 December |
| 26 December - 08 January 2023 | Tuesday, 3 January 2023 ⁷ | Friday, 6 January 2023 |

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

¹ 26 January 2022: Australia Day – National (Payslips will be sent 25 January 2022)

² 18 April 2022: Easter Monday – National

³ 30 May 2022: Reconciliation Day (ACT)

⁴ 13 June 2022: Queen's Birthday – National (Except QLD & WA)

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

⁶ 26 – 27 December 2022: Boxing Day & Christmas Day Public Holiday – National (Please submit your timesheet as early as possible)

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