



## 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.

<b>Period Worked</b>	<b>Timesheet Due</b>	<b>Payment Due</b>
<b>01 - 31 January</b>	Tuesday, 1 February	Saturday, 5 February
<b>01 - 28 February</b>	Tuesday, 1 March	Saturday, 5 March
<b>01 - 31 March</b>	Friday, 1 April	Friday, 8 April
<b>01 - 30 April</b>	Monday, 2 May	Friday, 6 May
<b>01 - 31 May</b>	Wednesday, 1 June	Wednesday, 8 June
<b>01 - 30 June</b>	Friday, 1 July	Friday, 8 July
<b>01 - 31 July</b>	Monday, 1 August	Friday, 5 August
<b>01 - 31 August</b>	Thursday, 1 September	Thursday, 8 September
<b>01 - 30 September</b>	Tuesday, 4 October <sup>1</sup>	Saturday, 8 October
<b>01 - 31 October</b>	Tuesday, 1 November	Saturday, 5 November
<b>01 - 30 November</b>	Thursday, 1 December	Thursday, 8 December
<b>01 - 31 December</b>	Tuesday, 3 January 2023 <sup>2</sup>	Saturday, 7 January 2023

Please send approved timesheets and supporting documentation to [timesheets@payme.com.au](mailto:timesheets@payme.com.au).

<sup>1</sup> 3 October 2022: Labour Day (ACT, NSW & SA)

<sup>2</sup> 2 January 2023: New Year's Day Public Holiday – National