

2011 Cycle for timesheet completion

Timesheets should be completed for time periods up to and including the highlighted dates.

“Although all the covering periods end on a Friday, please include the weekend should you work during this time”.

2011

January

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Timesheet submission and payment schedule for 2011

Month	Timesheet covering Period	Deadline for submission of approved timesheets and limited company invoice	Date that BACS payment will clear into recipient account
Jan-11	03/01/11 - 28/01/11	5pm Wednesday 2 nd February 2011	Friday 11th February 2011
Feb-11	31/01/11 - 25/02/11	5pm Wednesday 2 nd March 2011	Friday 11th March 2011
Mar-11	28/02/11 - 01/04/11	5pm Wednesday 6 th April 2011	Friday 15th April 2011
Apr-11	04/04/11 - 29/04/11	5pm Wednesday 4 th May 2011	Friday 13th May 2011
May-11	02/05/11 - 27/05/11	5pm Thursday 2 nd June 2011	Friday 10th June 2011
Jun-11	30/05/11 - 01/07/11	5pm Wednesday 6 th July 2011	Friday 15th July 2011
Jul-11	04/07/11 - 29/07/11	5pm Wednesday 3 rd August 2011	Friday 12th August 2011
Aug-11	01/08/11 - 26/08/11	5pm Wednesday 31 st August 2011	Friday 9th September 2011
Sep-11	29/08/11 - 30/09/11	5pm Wednesday 5 th October 2011	Friday 14th October 2011
Oct-11	03/10/11 - 28/10/11	5pm Wednesday 2 nd November 2011	Friday 11th November 2011
Nov-11	31/10/11 - 25/11/11	5pm Wednesday 30 th November 2011	Friday 9th December 2011
Dec-11	28/11/11 - 30/12/11	5pm Wednesday 4 th January 2012	Friday 13th January 2012