

4 weekly ending	1st Timesheet Deadline 9:30 am (Tuesday)	1st Pay Date (Wednesday)	2nd Timesheet Deadline 9:30 am (Thursday)/2nd Pay Date
16/01/2022	18/01/2022	19/01/2022	20/01/2022
13/02/2022	15/02/2022	16/02/2022	17/02/2022
13/03/2022	15/03/2022	16/03/2022	17/03/2022
10/04/2022	12/04/2022	13/04/2022	14/04/2022
8/05/2022	10/05/2022	11/05/2022	12/05/2022
5/06/2022	7/06/2022	8/06/2022	9/06/2022
3/07/2022	5/07/2022	6/07/2022	7/07/2022
31/07/2022	2/08/2022	3/08/2022	4/08/2022
28/08/2022	30/08/2022	31/08/2022	1/09/2022
25/09/2022	27/09/2022	28/09/2022	29/09/2022
23/10/2022	25/10/2022	26/10/2022	27/10/2022
20/11/2022	22/11/2022	23/11/2022	24/11/2022
18/12/2022	20/12/2022	21/12/2022	22/12/2022

Please note that these are the dates that we pay contractors providing that we have received approved timesheets.

Please submit your timesheets on a weekly basis and if you have not worked a week, please tick the box called "I did not work for this period" from the relevant timesheet, or submit a "zero" hour timesheet if you submit timesheets on Fieldglass.

For contractors who has just started, the first payment will be processed on the closest pay date.

eg if the start date of contractor is 24 Oct 2022, the first payment will be processed on 23 Nov 2022. Then every 2 weeks after that.

For pay dates falling on a public holiday, payment is processed on the next working day.