

# Payroll processing dates

Payroll processing information			Year: 2017			
Pay day:	12th day of the month (BACS cycle)					
Month		Cox & Co. to receive all pay data by 5pm	Processed payroll returned to client by 12:00 noon	Client authorisation by 12:00pm	BACS submission by 12:00pm	Employee pay date
January	1	Wed 31/12/2014	Fri 06/01/2017	Mon 09/01/2017	Tue 10/01/2017	Thu 12/01/2017
February	2	Wed 25/01/2017	Mon 06/02/2017	Tue 07/02/2017	Wed 08/02/2017	Fri 10/02/2017
March	3	Wed 22/02/2017	Mon 06/03/2017	Tue 07/03/2017	Wed 08/03/2017	Fri 10/03/2017
April	4	Mon 30/03/2015	Thu 02/04/2015	Fri 07/04/2017	Mon 10/04/2017	Wed 12/04/2017
May	5	Wed 26/04/2017	Mon 08/05/2017	Tue 09/05/2017	Wed 10/05/2017	Fri 12/05/2017
June	6	Thu 01/06/2017	Tue 06/06/2017	Wed 07/06/2017	Thu 08/06/2017	Mon 12/06/2017
July	7	Mon 03/07/2017	Thu 06/07/2017	Fri 07/07/2017	Mon 10/07/2017	Wed 12/07/2017
August	8	Wed 26/07/2017	Mon 07/08/2017	Tue 08/08/2017	Wed 09/08/2017	Fri 11/08/2017
September	9	Fri 01/09/2017	Wed 06/09/2017	Thu 07/09/2017	Fri 08/09/2017	Tue 12/09/2017
October	10	Tue 03/10/2017	Fri 06/10/2017	Mon 09/10/2017	Tue 10/10/2017	Thu 12/10/2017
November	11	Wed 25/10/2017	Mon 06/11/2017	Tue 07/11/2017	Wed 08/11/2017	Fri 10/11/2017
December	12	Fri 01/12/2017	Wed 06/12/2017	Thu 07/12/2017	Fri 08/12/2017	Tue 12/12/2017

Note:	* Bank holiday processing				
	New Years Bank H	Mon 02/01/2017	Spring Bank Holiday	Mon 29/05/2017	New Years Day Mon 01/01/2018
	Good Friday	Fri 14/04/2017	Summer Bank Holiday	Mon 28/08/2017	
	Easter Monday	Mon 17/04/2017	Christmas Day	Mon 25/12/2017	
	Early May	Mon 01/05/2017	Boxing Day	Tue 26/12/2017	

Cox & Co. require two working day to process your payroll.

Should you wish to make particular arrangements for busy periods such as Christmas and New Year, please discuss your requirements with us at least one month prior

**Contact Cox & Co.**

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