

Payroll processing dates

Payroll processing information		Year: 2017				
Pay day:	15th Day of the Month (BACS)					
Month		Cox & Co. to receive all pay data by 5pm	Processed payroll returned to client by 12:00 noon	Payroll cycle closed by 12:00pm	BACS submission by 12:00pm	Employee pay date
January	1	Wed 04/01/2017	Mon 09/01/2017	Tue 10/01/2017	Wed 11/01/2017	Fri 13/01/2017
February	2	Mon 06/02/2017	Thu 09/02/2017	Fri 10/02/2017	Mon 13/02/2017	Wed 15/02/2017
March	3	Mon 06/03/2017	Thu 09/03/2017	Fri 10/03/2017	Mon 13/03/2017	Wed 15/03/2017
April	4	Tue 04/04/2017	Fri 07/04/2017	Mon 10/04/2017	Tue 11/04/2017	Thu 13/04/2017
May	5	Thu 04/05/2017	Tue 09/05/2017	Wed 10/05/2017	Thu 11/05/2017	Mon 15/05/2017
June	6	Tue 06/06/2017	Fri 09/06/2017	Mon 12/06/2017	Tue 13/06/2017	Thu 15/06/2017
July	7	Wed 05/07/2017	Mon 10/07/2017	Tue 11/07/2017	Wed 12/07/2017	Fri 14/07/2017
August	8	Fri 04/08/2017	Wed 09/08/2017	Thu 10/08/2017	Fri 11/08/2017	Tue 15/08/2017
September	9	Wed 06/09/2017	Mon 11/09/2017	Tue 12/09/2017	Wed 13/09/2017	Fri 15/09/2017
October	10	Wed 04/10/2017	Mon 09/10/2017	Tue 10/10/2017	Wed 11/10/2017	Fri 13/10/2017
November	11	Mon 06/11/2017	Thu 09/11/2017	Fri 10/11/2017	Mon 13/11/2017	Wed 15/11/2017
December	12	Wed 06/12/2017	Mon 11/12/2017	Tue 12/12/2017	Wed 13/12/2017	Fri 15/12/2017

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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