

# Payroll processing dates

Payroll processing information		Year: 2017				
Pay day:	1st 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 21/12/2016	Mon 26/12/2016	Tue 27/12/2016	Wed 28/12/2016	Fri 30/12/2016
February	2	Mon 23/01/2017	Thu 26/01/2017	Fri 27/01/2017	Mon 30/01/2017	Wed 01/02/2017
March	3	Mon 20/02/2017	Thu 23/02/2017	Fri 24/02/2017	Mon 27/02/2017	Wed 01/03/2017
April	4	Wed 22/03/2017	Mon 27/03/2017	Tue 28/03/2017	Wed 29/03/2017	Fri 31/03/2017
May	5	Wed 19/04/2017	Mon 24/04/2017	Tue 25/04/2017	Wed 26/04/2017	<b>Fri 28/04/2017</b>
June	6	Tue 23/05/2017	Fri 26/05/2017	Mon 29/05/2017	Tue 30/05/2017	Thu 01/06/2017
July	7	Wed 21/06/2017	Mon 26/06/2017	Tue 27/06/2017	Wed 28/06/2017	Fri 30/06/2017
August	8	Fri 21/07/2017	Wed 26/07/2017	Thu 27/07/2017	Fri 28/07/2017	Tue 01/08/2017
September	9	Tue 22/08/2017	<b>Fri 25/08/2017</b>	Tue 29/08/2017	Wed 30/08/2017	Fri 01/09/2017
October	10	Wed 20/09/2017	Mon 25/09/2017	Tue 26/09/2017	Wed 27/09/2017	Fri 29/09/2017
November	11	Mon 23/10/2017	Thu 26/10/2017	Fri 27/10/2017	Mon 30/10/2017	Wed 01/11/2017
December	12	Wed 22/11/2017	Mon 27/11/2017	Tue 28/11/2017	Wed 29/11/2017	Fri 01/12/2017

Note:	* Bank holiday processing					
	Good Friday	Fri 14/04/2017	Summer Bank Holiday	Mon 28/08/2017	£ -	Sat 00/01/1900
	Easter Monday	Mon 17/04/2017	Christmas Day	Mon 25/12/2017		
	Early May	Mon 01/05/2017	Boxing Day	Tue 26/12/2017		
	£ -	Sat 00/01/1900	£ -	Sat 00/01/1900		

**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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