

# Payroll processing dates

Payroll processing information				Year: 2017	
Pay day:		1st Day of the Month (FPS)			
Month	Tax Month	Cox & Co. to receive pay data by 12pm	Processed payroll returned to client by 5:00 pm	FPS submission on/before	Employee pay date
January	1	Tue 27/12/2016	Thu 29/12/2016	Fri 30/12/2016	Fri 30/12/2016
February	2	Fri 27/01/2017	Tue 31/01/2017	Wed 01/02/2017	Wed 01/02/2017
March	3	Fri 24/02/2017	Tue 28/02/2017	Wed 01/03/2017	Wed 01/03/2017
April	4	Tue 28/03/2017	Thu 30/03/2017	Fri 31/03/2017	Fri 31/03/2017
May	5	Tue 25/04/2017	Thu 27/04/2017	Fri 28/04/2017	<b>Fri 28/04/2017</b>
June	6	<b>Fri 26/05/2017</b>	Wed 31/05/2017	Thu 01/06/2017	Thu 01/06/2017
July	7	Tue 27/06/2017	Thu 29/06/2017	Fri 30/06/2017	Fri 30/06/2017
August	8	Thu 27/07/2017	Mon 31/07/2017	Tue 01/08/2017	Tue 01/08/2017
September	9	Tue 29/08/2017	Thu 31/08/2017	Fri 01/09/2017	Fri 01/09/2017
October	10	Tue 26/09/2017	Thu 28/09/2017	Fri 29/09/2017	Fri 29/09/2017
November	11	Fri 27/10/2017	Tue 31/10/2017	Wed 01/11/2017	Wed 01/11/2017
December	12	Tue 28/11/2017	Thu 30/11/2017	Fri 01/12/2017	Fri 01/12/2017

Note:	* Bank holiday processing				
	New Years Bank Holiday	Mon 02/01/2017	Spring Bank Holiday	Mon 29/05/2017	New Years Bank Holiday
	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

**Contact Cox & Co.**

**Telephone: 0117 9323444**  
**[over2u@payrollsolutionsltd.co.uk](mailto:over2u@payrollsolutionsltd.co.uk)**