

# Payroll processing dates

Payroll processing information		Year: 2017				
Pay day:	20th 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 11/01/2017	Mon 16/01/2017	Tue 17/01/2017	Wed 18/01/2017	Fri 20/01/2017
February	2	Thu 09/02/2017	Tue 14/02/2017	Wed 15/02/2017	Thu 16/02/2017	Mon 20/02/2017
March	3	Thu 09/03/2017	Tue 14/03/2017	Wed 15/03/2017	Thu 16/03/2017	Mon 20/03/2017
April	4	Fri 07/04/2017	Wed 12/04/2017	<b>Thu 13/04/2017</b>	Tue 18/04/2017	Thu 20/04/2017
May	5	Wed 10/05/2017	Mon 15/05/2017	Tue 16/05/2017	Wed 17/05/2017	Fri 19/05/2017
June	6	Fri 09/06/2017	Wed 14/06/2017	Thu 15/06/2017	Fri 16/06/2017	Tue 20/06/2017
July	7	Tue 11/07/2017	Fri 14/07/2017	Mon 17/07/2017	Tue 18/07/2017	Thu 20/07/2017
August	8	Wed 09/08/2017	Mon 14/08/2017	Tue 15/08/2017	Wed 16/08/2017	Fri 18/08/2017
September	9	Mon 11/09/2017	Thu 14/09/2017	Fri 15/09/2017	Mon 18/09/2017	Wed 20/09/2017
October	10	Wed 11/10/2017	Mon 16/10/2017	Tue 17/10/2017	Wed 18/10/2017	Fri 20/10/2017
November	11	Thu 09/11/2017	Tue 14/11/2017	Wed 15/11/2017	Thu 16/11/2017	Mon 20/11/2017
December	12	Mon 11/12/2017	Thu 14/12/2017	Fri 15/12/2017	Mon 18/12/2017	Wed 20/12/2017

Note:	* Bank holiday processing					
	New Years Bank Holiday	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.

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