

Payroll processing dates

Payroll processing information		Year: 2017				
Pay day:	21st 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	Fri 10/02/2017	Wed 15/02/2017	Thu 16/02/2017	Fri 17/02/2017	Tue 21/02/2017
March	3	Fri 10/03/2017	Wed 15/03/2017	Thu 16/03/2017	Fri 17/03/2017	Tue 21/03/2017
April	4	Mon 10/04/2017	Thu 13/04/2017	Tue 18/04/2017	Wed 19/04/2017	Fri 21/04/2017
May	5	Wed 10/05/2017	Mon 15/05/2017	Tue 16/05/2017	Wed 17/05/2017	Fri 19/05/2017
June	6	Mon 12/06/2017	Thu 15/06/2017	Fri 16/06/2017	Mon 19/06/2017	Wed 21/06/2017
July	7	Wed 12/07/2017	Mon 17/07/2017	Tue 18/07/2017	Wed 19/07/2017	Fri 21/07/2017
August	8	Thu 10/08/2017	Tue 15/08/2017	Wed 16/08/2017	Thu 17/08/2017	Mon 21/08/2017
September	9	Tue 12/09/2017	Fri 15/09/2017	Mon 18/09/2017	Tue 19/09/2017	Thu 21/09/2017
October	10	Wed 11/10/2017	Mon 16/10/2017	Tue 17/10/2017	Wed 18/10/2017	Fri 20/10/2017
November	11	Fri 10/11/2017	Wed 15/11/2017	Thu 16/11/2017	Fri 17/11/2017	Tue 21/11/2017
December	12	Tue 12/12/2017	Fri 15/12/2017	Mon 18/12/2017	Tue 19/12/2017	Thu 21/12/2017

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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