

## Payroll processing dates

Payroll processing information		Year: 2017				
Pay day:	28th 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 18/01/2017	Mon 23/01/2017	Tue 24/01/2017	Wed 25/01/2017	Fri 27/01/2017	
February	2 Fri 17/02/2017	Wed 22/02/2017	Thu 23/02/2017	Fri 24/02/2017	Tue 28/02/2017	
March	3 Fri 17/03/2017	Wed 22/03/2017	Thu 23/03/2017	Fri 24/03/2017	Tue 28/03/2017	
April	4 Wed 19/04/2017	Mon 24/04/2017	Tue 25/04/2017	Wed 26/04/2017	Fri 28/04/2017	
May	5 Wed 17/05/2017	Mon 22/05/2017	Tue 23/05/2017	Wed 24/05/2017	Fri 26/05/2017	
June	6 Mon 19/06/2017	Thu 22/06/2017	Fri 23/06/2017	Mon 26/06/2017	Wed 28/06/2017	
July	7 Wed 19/07/2017	Mon 24/07/2017	Tue 25/07/2017	Wed 26/07/2017	Fri 28/07/2017	
August	8 Wed 16/08/2017	Mon 21/08/2017	Tue 22/08/2017	Wed 23/08/2017	<b>Fri 25/08/2017</b>	
September	9 Tue 19/09/2017	Fri 22/09/2017	Mon 25/09/2017	Tue 26/09/2017	Thu 28/09/2017	
October	10 Wed 18/10/2017	Mon 23/10/2017	Tue 24/10/2017	Wed 25/10/2017	Fri 27/10/2017	
November	11 Fri 17/11/2017	Wed 22/11/2017	Thu 23/11/2017	Fri 24/11/2017	Tue 28/11/2017	
December	12 Fri 15/12/2017	Wed 20/12/2017	Thu 21/12/2017	<b>Fri 22/12/2017</b>	Thu 28/12/2017	

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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