

Payroll processing dates

Payroll processing information			Year: 2017		
Pay day:	6th Day of the Month day (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	Wed 30/12/2015	Thu 05/01/2017	Fri 06/01/2017	Fri 06/01/2017
February	2	Wed 01/02/2017	Fri 03/02/2017	Mon 06/02/2017	Mon 06/02/2017
March	3	Wed 01/03/2017	Fri 03/03/2017	Mon 06/03/2017	Mon 06/03/2017
April	4	Mon 03/04/2017	Wed 05/04/2017	Thu 06/04/2017	Thu 06/04/2017
May	5	Tue 02/05/2017	Thu 04/05/2017	Fri 05/05/2017	Fri 05/05/2017
June	6	Thu 01/06/2017	Mon 05/06/2017	Tue 06/06/2017	Tue 06/06/2017
July	7	Mon 03/07/2017	Wed 05/07/2017	Thu 06/07/2017	Thu 06/07/2017
August	8	Tue 01/08/2017	Thu 03/08/2017	Fri 04/08/2017	Fri 04/08/2017
September	9	Fri 01/09/2017	Tue 05/09/2017	Wed 06/09/2017	Wed 06/09/2017
October	10	Tue 03/10/2017	Thu 05/10/2017	Fri 06/10/2017	Fri 06/10/2017
November	11	Wed 01/11/2017	Fri 03/11/2017	Mon 06/11/2017	Mon 06/11/2017
December	12	Fri 01/12/2017	Tue 05/12/2017	Wed 06/12/2017	Wed 06/12/2017

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

Contact Cox & Co.

Telephone: 0117 9323444

over2u@payrollsolutionsltd.co.uk