

# Payroll processing dates

Payroll processing information			Year: 2020		
Pay day:	21st Day of the month (FPS)				
Month		Deadline for Cox & Co. to receive all pay data	Deadline for processed payroll to be returned to client	FPS submission on/before	Employee pay date
January	1	Thu 16/01/2020	Mon 20/01/2020	Tue 21/01/2020	Tue 21/01/2020
February	2	Tue 18/02/2020	Thu 20/02/2020	Fri 21/02/2020	Fri 21/02/2020
March	3	Tue 17/03/2020	Thu 19/03/2020	Fri 20/03/2020	Fri 20/03/2020
April	4	Thu 16/04/2020	Mon 20/04/2020	Tue 21/04/2020	Tue 21/04/2020
May	5	Mon 18/05/2020	Wed 20/05/2020	Thu 21/05/2020	Thu 21/05/2020
June	6	Tue 16/06/2020	Thu 18/06/2020	Fri 19/06/2020	Fri 19/06/2020
July	7	Thu 16/07/2020	Mon 20/07/2020	Tue 21/07/2020	Tue 21/07/2020
August	8	Tue 18/08/2020	Thu 20/08/2020	Fri 21/08/2020	Fri 21/08/2020
September	9	Wed 16/09/2020	Fri 18/09/2020	Mon 21/09/2020	Mon 21/09/2020
October	10	Fri 16/10/2020	Tue 20/10/2020	Wed 21/10/2020	Wed 21/10/2020
November	11	Tue 17/11/2020	Thu 19/11/2020	Fri 20/11/2020	Fri 20/11/2020
December	12	Wed 16/12/2020	Fri 18/12/2020	Mon 21/12/2020	Mon 21/12/2020

Note:	* Bank holiday processing					
	New Years Day	Wed 01/01/2020	Spring Bank Holiday	Mon 25/05/2020	New Years Day	Fri 01/01/2021
	Good Friday	Fri 10/04/2020	Summer Bank Holiday	Mon 31/08/2020		
	Easter Monday	Mon 13/04/2020	Christmas Day	Fri 25/12/2020		
	Early May	Fri 08/05/2020	Boxing Day	Mon 28/12/2020		

**Cox & Co. require at least two working days 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@payrollolutionsltd.co.uk](mailto:over2u@payrollolutionsltd.co.uk)**