

# Payroll processing dates

Payroll processing information		Year: 2020				
Pay day:	5th of the Month (BACS cycle)					
Month		Deadline for Cox & Co. to receive all pay data	Deadline for processed payroll to be returned to client	Client authorisation deadline	BACS submission deadline	Employee pay date
January	1	<b>Fri 20/12/2019</b>	Fri 27/12/2019	Mon 30/12/2019	<b>Tue 31/12/2019</b>	Fri 03/01/2020
February	2	Mon 27/01/2020	Thu 30/01/2020	Fri 31/01/2020	Mon 03/02/2020	Wed 05/02/2020
March	3	Tue 25/02/2020	Fri 28/02/2020	Mon 02/03/2020	Tue 03/03/2020	Thu 05/03/2020
April	4	Wed 25/03/2020	Mon 30/03/2020	Tue 31/03/2020	Wed 01/04/2020	Fri 03/04/2020
May	5	Fri 24/04/2020	Wed 29/04/2020	Thu 30/04/2020	Fri 01/05/2020	Tue 05/05/2020
June	6	Wed 27/05/2020	Mon 01/06/2020	Tue 02/06/2020	Wed 03/06/2020	Fri 05/06/2020
July	7	Wed 24/06/2020	Mon 29/06/2020	Tue 30/06/2020	Wed 01/07/2020	Fri 03/07/2020
August	8	Mon 27/07/2020	Thu 30/07/2020	Fri 31/07/2020	Mon 03/08/2020	Wed 05/08/2020
September	9	Tue 25/08/2020	<b>Fri 28/08/2020</b>	Tue 01/09/2020	Wed 02/09/2020	Fri 04/09/2020
October	10	Thu 24/09/2020	Tue 29/09/2020	Wed 30/09/2020	Thu 01/10/2020	Mon 05/10/2020
November	11	Tue 27/10/2020	Fri 30/10/2020	Mon 02/11/2020	Tue 03/11/2020	Thu 05/11/2020
December	12	Wed 25/11/2020	Mon 30/11/2020	Tue 01/12/2020	Wed 02/12/2020	Fri 04/12/2020

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.

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