

Payroll processing dates

Payroll processing information			Year: 2020		
Pay day:		6th Day of the Month day (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	Tue 31/12/2019	Fri 03/01/2020	Mon 06/01/2020	Mon 06/01/2020
February	2	Mon 03/02/2020	Wed 05/02/2020	Thu 06/02/2020	Thu 06/02/2020
March	3	Tue 03/03/2020	Thu 05/03/2020	Fri 06/03/2020	Fri 06/03/2020
April	4	Wed 01/04/2020	Fri 03/04/2020	Mon 06/04/2020	Mon 06/04/2020
May	5	Fri 01/05/2020	Tue 05/05/2020	Wed 06/05/2020	Wed 06/05/2020
June	6	Tue 02/06/2020	Thu 04/06/2020	Fri 05/06/2020	Fri 05/06/2020
July	7	Wed 01/07/2020	Fri 03/07/2020	Mon 06/07/2020	Mon 06/07/2020
August	8	Mon 03/08/2020	Wed 05/08/2020	Thu 06/08/2020	Thu 06/08/2020
September	9	Tue 01/09/2020	Thu 03/09/2020	Fri 04/09/2020	Fri 04/09/2020
October	10	Thu 01/10/2020	Mon 05/10/2020	Tue 06/10/2020	Tue 06/10/2020
November	11	Tue 03/11/2020	Thu 05/11/2020	Fri 06/11/2020	Fri 06/11/2020
December	12	Tue 01/12/2020	Thu 03/12/2020	Fri 04/12/2020	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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