

Payroll processing dates

Payroll processing information				Year: 2020		
Pay day:	Last working day 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	Tue 21/01/2020	Mon 27/01/2020	Tue 28/01/2020	Wed 29/01/2020	Fri 31/01/2020
February	2	Tue 18/02/2020	Mon 24/02/2020	Tue 25/02/2020	Wed 26/02/2020	Fri 28/02/2020
March	3	Thu 19/03/2020	Wed 25/03/2020	Thu 26/03/2020	Fri 27/03/2020	Tue 31/03/2020
April	4	Mon 20/04/2020	Fri 24/04/2020	Mon 27/04/2020	Tue 28/04/2020	Thu 30/04/2020
May	5	Mon 18/05/2020	Fri 22/05/2020	Tue 26/05/2020	Wed 27/05/2020	Fri 29/05/2020
June	6	Thu 18/06/2020	Wed 24/06/2020	Thu 25/06/2020	Fri 26/06/2020	Tue 30/06/2020
July	7	Tue 21/07/2020	Mon 27/07/2020	Tue 28/07/2020	Wed 29/07/2020	Fri 31/07/2020
August	8	Tue 18/08/2020	Mon 24/08/2020	Tue 25/08/2020	Wed 26/08/2020	Fri 28/08/2020
September	9	Fri 18/09/2020	Thu 24/09/2020	Fri 25/09/2020	Mon 28/09/2020	Wed 30/09/2020
October	10	Tue 20/10/2020	Mon 26/10/2020	Tue 27/10/2020	Wed 28/10/2020	Fri 30/10/2020
November	11	Wed 18/11/2020	Tue 24/11/2020	Wed 25/11/2020	Thu 26/11/2020	Mon 30/11/2020
December	12	Thu 17/12/2020	Wed 23/12/2020	Thu 24/12/2020	Tue 29/12/2020	Thu 31/12/2020

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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