

Payroll processing dates

Payroll processing information		Year: 2021				
Pay day:	10th 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 29/12/2020	Mon 04/01/2021	Tue 05/01/2021	Wed 06/01/2021	Fri 08/01/2021
February	2	Mon 01/02/2021	Thu 04/02/2021	Fri 05/02/2021	Mon 08/02/2021	Wed 10/02/2021
March	3	Mon 01/03/2021	Thu 04/03/2021	Fri 05/03/2021	Mon 08/03/2021	Wed 10/03/2021
April	4	Mon 29/03/2021	Thu 01/04/2021	Tue 06/04/2021	Wed 07/04/2021	Fri 09/04/2021
May	5	Wed 28/04/2021	Tue 04/05/2021	Wed 05/05/2021	Thu 06/05/2021	Mon 10/05/2021
June	6	Tue 01/06/2021	Fri 04/06/2021	Mon 07/06/2021	Tue 08/06/2021	Thu 10/06/2021
July	7	Wed 30/06/2021	Mon 05/07/2021	Tue 06/07/2021	Wed 07/07/2021	Fri 09/07/2021
August	8	Fri 30/07/2021	Wed 04/08/2021	Thu 05/08/2021	Fri 06/08/2021	Tue 10/08/2021
September	9	Wed 01/09/2021	Mon 06/09/2021	Tue 07/09/2021	Wed 08/09/2021	Fri 10/09/2021
October	10	Wed 29/09/2021	Mon 04/10/2021	Tue 05/10/2021	Wed 06/10/2021	Fri 08/10/2021
November	11	Mon 01/11/2021	Thu 04/11/2021	Fri 05/11/2021	Mon 08/11/2021	Wed 10/11/2021
December	12	Wed 01/12/2021	Mon 06/12/2021	Tue 07/12/2021	Wed 08/12/2021	Fri 10/12/2021

Note:	* Bank holiday processing					
New Years Day	Fri 01/01/2021	Spring Bank Holiday	Mon 31/05/2021	New Years Day	Mon 03/01/2022	
Good Friday	Fri 02/04/2021	Summer Bank Holiday	Mon 30/08/2021			
Easter Monday	Mon 05/04/2021	Christmas Day	Mon 27/12/2021			
Early May	Mon 03/05/2021	Boxing Day	Tue 28/12/2021			

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@payrollsolutionsltd.co.uk

Payroll consultancy

Payroll outsourcing

Automatic enrolment

