

# Payroll processing dates

Payroll processing information		Year: 2021				
Pay day:	21st 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 12/01/2021	Fri 15/01/2021	Mon 18/01/2021	Tue 19/01/2021	Thu 21/01/2021
February	2	Wed 10/02/2021	Mon 15/02/2021	Tue 16/02/2021	Wed 17/02/2021	Fri 19/02/2021
March	3	Wed 10/03/2021	Mon 15/03/2021	Tue 16/03/2021	Wed 17/03/2021	Fri 19/03/2021
April	4	Mon 12/04/2021	Thu 15/04/2021	Fri 16/04/2021	Mon 19/04/2021	Wed 21/04/2021
May	5	Wed 12/05/2021	Mon 17/05/2021	Tue 18/05/2021	Wed 19/05/2021	Fri 21/05/2021
June	6	Thu 10/06/2021	Tue 15/06/2021	Wed 16/06/2021	Thu 17/06/2021	Mon 21/06/2021
July	7	Mon 12/07/2021	Thu 15/07/2021	Fri 16/07/2021	Mon 19/07/2021	Wed 21/07/2021
August	8	Wed 11/08/2021	Mon 16/08/2021	Tue 17/08/2021	Wed 18/08/2021	Fri 20/08/2021
September	9	Fri 10/09/2021	Wed 15/09/2021	Thu 16/09/2021	Fri 17/09/2021	Tue 21/09/2021
October	10	Tue 12/10/2021	Fri 15/10/2021	Mon 18/10/2021	Tue 19/10/2021	Thu 21/10/2021
November	11	Wed 10/11/2021	Mon 15/11/2021	Tue 16/11/2021	Wed 17/11/2021	Fri 19/11/2021
December	12	Fri 10/12/2021	Wed 15/12/2021	Thu 16/12/2021	Fri 17/12/2021	Tue 21/12/2021

Note:	* Bank holiday processing				
	New Years Day	Fri 01/01/2021	Spring Bank Holiday	Mon 31/05/2021	New Years Day
	Good Friday	Fri 02/04/2021	Summer Bank Holiday	Mon 30/08/2021	Mon 03/01/2022
	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.

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Payroll consultancy

Payroll outsourcing

Automatic enrolment

