

Payroll processing dates

Payroll processing information		Year: 2021				
Pay day:	26th 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	Thu 14/01/2021	Wed 20/01/2021	Thu 21/01/2021	Fri 22/01/2021	Tue 26/01/2021
February	2	Tue 16/02/2021	Mon 22/02/2021	Tue 23/02/2021	Wed 24/02/2021	Fri 26/02/2021
March	3	Tue 16/03/2021	Mon 22/03/2021	Tue 23/03/2021	Wed 24/03/2021	Fri 26/03/2021
April	4	Wed 14/04/2021	Tue 20/04/2021	Wed 21/04/2021	Thu 22/04/2021	Mon 26/04/2021
May	5	Fri 14/05/2021	Thu 20/05/2021	Fri 21/05/2021	Mon 24/05/2021	Wed 26/05/2021
June	6	Tue 15/06/2021	Mon 21/06/2021	Tue 22/06/2021	Wed 23/06/2021	Fri 25/06/2021
July	7	Wed 14/07/2021	Tue 20/07/2021	Wed 21/07/2021	Thu 22/07/2021	Mon 26/07/2021
August	8	Mon 16/08/2021	Fri 20/08/2021	Mon 23/08/2021	Tue 24/08/2021	Thu 26/08/2021
September	9	Tue 14/09/2021	Mon 20/09/2021	Tue 21/09/2021	Wed 22/09/2021	Fri 24/09/2021
October	10	Thu 14/10/2021	Wed 20/10/2021	Thu 21/10/2021	Fri 22/10/2021	Tue 26/10/2021
November	11	Tue 16/11/2021	Mon 22/11/2021	Tue 23/11/2021	Wed 24/11/2021	Fri 26/11/2021
December	12	Tue 14/12/2021	Mon 20/12/2021	Tue 21/12/2021	Wed 22/12/2021	Fri 24/12/2021

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.

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Payroll consultancy

Payroll outsourcing

Automatic enrolment

