

Payroll processing dates

Payroll processing information		Year: 2021			
Pay day:	27th Day of the month (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	Thu 21/01/2021	Tue 26/01/2021	Wed 27/01/2021	Wed 27/01/2021
February	2	Mon 22/02/2021	Thu 25/02/2021	Fri 26/02/2021	Fri 26/02/2021
March	3	Mon 22/03/2021	Thu 25/03/2021	Fri 26/03/2021	Fri 26/03/2021
April	4	Wed 21/04/2021	Mon 26/04/2021	Tue 27/04/2021	Tue 27/04/2021
May	5	Fri 21/05/2021	Wed 26/05/2021	Thu 27/05/2021	Thu 27/05/2021
June	6	Mon 21/06/2021	Thu 24/06/2021	Fri 25/06/2021	Fri 25/06/2021
July	7	Wed 21/07/2021	Mon 26/07/2021	Tue 27/07/2021	Tue 27/07/2021
August	8	Mon 23/08/2021	Thu 26/08/2021	Fri 27/08/2021	Fri 27/08/2021
September	9	Tue 21/09/2021	Fri 24/09/2021	Mon 27/09/2021	Mon 27/09/2021
October	10	Thu 21/10/2021	Tue 26/10/2021	Wed 27/10/2021	Wed 27/10/2021
November	11	Mon 22/11/2021	Thu 25/11/2021	Fri 26/11/2021	Fri 26/11/2021
December	12	Mon 20/12/2021	Thu 23/12/2021	Fri 24/12/2021	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
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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