

Payroll processing dates

Payroll processing information		Year: 2021			
Pay day:	30th 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	Mon 25/01/2021	Thu 28/01/2021	Fri 29/01/2021	Fri 29/01/2021
February	2	Mon 22/02/2021	Thu 25/02/2021	Fri 26/02/2021	Fri 26/02/2021
March	3	Wed 24/03/2021	Mon 29/03/2021	Tue 30/03/2021	Tue 30/03/2021
April	4	Mon 26/04/2021	Thu 29/04/2021	Fri 30/04/2021	Fri 30/04/2021
May	5	Mon 24/05/2021	Thu 27/05/2021	Fri 28/05/2021	Fri 28/05/2021
June	6	Thu 24/06/2021	Tue 29/06/2021	Wed 30/06/2021	Wed 30/06/2021
July	7	Mon 26/07/2021	Thu 29/07/2021	Fri 30/07/2021	Fri 30/07/2021
August	8	Mon 23/08/2021	Thu 26/08/2021	Fri 27/08/2021	Fri 27/08/2021
September	9	Fri 24/09/2021	Wed 29/09/2021	Thu 30/09/2021	Thu 30/09/2021
October	10	Mon 25/10/2021	Thu 28/10/2021	Fri 29/10/2021	Fri 29/10/2021
November	11	Wed 24/11/2021	Mon 29/11/2021	Tue 30/11/2021	Tue 30/11/2021
December	12	Thu 23/12/2021	Wed 29/12/2021	Thu 30/12/2021	Thu 30/12/2021

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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