

January 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 State Holiday	2 Day 0 Off-Cycle WorkBench Cutoff	3 DAY 1	4 DAY 2 GAP 1 Cutoff	5 DAY 3 Payroll Cutoff	6 DAY 4 System locked until 9am
	7 Warrant to Agy & mailed ACH to bank	8	9	10 Payday	11	12
	13	14	15 State Holiday	16	17 Day 0 Off-Cycle WorkBench Cutoff	18 DAY 1 ACH
	19 DAY 2 GAP 1 Cutoff	20	21	22 DAY 3 Payroll Cutoff	23 DAY 4 System locked until 9am Warrants to AGY and Mailed ACH to Bank	24
	25 Payday	26	27	28	29	30 ACH Reversal Cutoff
	31					

February 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Day 0 Off-Cycle WorkBench Cutoff	2 DAY 1	3
	4	5 DAY 2 GAP 1 Cutoff	6 DAY 3 Payroll Cutoff	7 DAY 4 System locked until 9am	8	9 Payday
	10	11	12	13	14	15 Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff
	16 DAY 1	17	18	19 State Holiday	20 DAY 2 GAP 1 Cutoff	21 DAY 3 Payroll Cutoff
	22 DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	23	24	25 Payday	26	27
	28	29	30	31		

March 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Day 0 Off-Cycle WorkBench Cutoff	2 DAY 1	3
	4	5 DAY 2 GAP 1 Cutoff	6 DAY 3 Payroll Cutoff	7 DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	8	9 Payday
	10	11	12	13	14	15 Day 0 Off-Cycle WorkBench Cutoff
	16 ACH Reversal Cutoff	17	18	19 DAY 1	20 DAY 2 GAP 1 Cutoff	21 DAY 3 Payroll Cutoff
	22 DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	23	24	25 Payday	26	27
	28	29	30	31		

April 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Day 0 Off-Cycle WorkBench Cutoff	2 DAY 1	3 DAY 2 GAP 1 Cutoff	4 DAY 3 Payroll Cutoff	5 DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	6
	7	8	9	10 Payday	11	12
	13	14	15	16 Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff	17 DAY 1	18 DAY 2 GAP 1 Cutoff
	19 DAY 3 Payroll Cutoff	20 DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	21	22	23	24 Payday
	25	26	27	28	29	30
	31					

May 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff	2 DAY 1	3 DAY 2 GAP 1 Cutoff	4
	5	6 DAY 3 Payroll Cutoff	7 DAY 4 System locked until 9am Warrants to AGY and Mailed ACH to Bank	8	9 Payday	10
	11	12	13	14	15	16 Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff
	17 DAY 1	18 DAY 2 GAP 1 Cutoff	19	20	21 DAY 3 Payroll Cutoff	22 DAY 4 System locked until 9am Warrant to AGY and Mailed ACH to Bank
	23	24	25 Payday	26	27	28 State Holiday
	29	30	31			

June 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff	2
	3	4 DAY 1	5 DAY 2 GAP 1 Cutoff	6 DAY 3 Payroll Cutoff	7 DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	8
	9	10	11 Payday	12	13	14 ACH Reversal Cutoff
	15 Day 0 Off-Cycle WorkBench Cutoff	16	17	18 DAY 1	19 DAY 2 GAP 1 Cutoff	20 DAY 3 Payroll Cutoff
	21 DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	22	23	24 Payday	25	26
	27	28	29	30 Day 0 Off-Cycle WorkBench Cutoff		

July 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	DAY 1	DAY 2 GAP 1 Cutoff	State Holiday	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	7
8		Payday				14
15	Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	21
22			Payday			28
29						31
		ACH Reversal Cutoff				

August 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Day 0 Off-Cycle WorkBench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	4
	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank			Payday	11
				Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff	DAY 1	18
	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank		Payday	25
					Day 0 Off-Cycle WorkBench Cutoff	31
				ACH Reversal Cutoff		

September 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						DAY 1
			State Holiday	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank
	Payday					ACH Reversal Cutoff
	Day 0 Off-Cycle WorkBench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	22
					Payday	29
						30

October 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	6
	Bank Holiday		Payday			13
			Day 0 Off-Cycle WorkBench Cutoff ACH Reversal Cutoff	DAY 1	DAY 2 Gap 1 Cutoff	20
	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank		Payday		27
						31
			ACH Reversal Cutoff			

November 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				Day 0 Off-Cycle WorkBench Cutoff	DAY 1	3
	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank		Payday	10
				Day 0 Off-Cycle WorkBench Cutoff	DAY 1	17
	State Holiday			ACH Reversal Cutoff	DAY 2 GAP 1	24
	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank		State Holiday	State Holiday	31
					ACH Reversal Cutoff	

December 2018						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						Day 0 Off-Cycle WorkBench Cutoff
	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank		8
		Payday				ACH Reversal Cutoff
	Day 0 Off-Cycle WorkBench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy & mailed ACH to bank	22
					Payday	29
						31
	ACH Reversal Cutoff	State Holiday				