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**COUNTY OF GALVESTON
 2021 BIWEEKLY PAYROLL SCHEDULE**

Listed below is the payroll schedule for the year 2021. In order to assure timely payroll processing, all time shall be completed no later than Thursday, after pay period end, by 9:00a.m. **Early Payrolls are due by 8:30am as indicated in red.** Paychecks cannot be guaranteed to those who do not meet the deadline. Payroll checks will be prepared on a biweekly basis and will cover the days as shown on the "Work Period Covered" column. Checks are to be distributed as indicated on the "Payday" column.

PAY PERIOD	WORK PERIOD COVERED	TIMECLOCK PLUS DUE DATE	PAY DAY
1	12/24/2020-01/06/2021	01/07/21	01/13/21
2	01/07/2021-01/20/2021	01/21/21	01/27/21
3	01/21/2021-02/03/2021	02/04/21	02/10/21
4	02/04/2021-02/17/2021	02/18/21	02/24/21
5	02/18/2021-03/03/2021	03/04/21	03/10/21
6	03/04/2021-03/17/2021	03/18/21	03/24/21
*7	03/18/2021-03/31/2021	*04/01/21*	04/07/21
8	04/01/2021-04/14/2021	04/15/21	04/21/21
9	04/15/2021-04/28/2021	04/29/21	05/05/21
10	04/29/2021-05/12/2021	05/13/21	05/19/21
11	05/13/2021-05/26/2021	05/27/21	06/02/21
12	05/27/2021-06/09/2021	06/10/21	06/16/21
13	06/10/2021-06/23/2021	06/24/21	06/30/21
14	06/24/2021-07/07/2021	07/08/21	07/14/21
15	07/08/2021-07/21/2021	07/22/21	07/28/21
16	07/22/2021-08/04/2021	08/05/21	08/11/21
17	08/05/2021-08/18/2021	08/19/21	08/25/21
*18	08/19/2021-09/01/2021	*09/02/21*	09/08/21
19	09/02/2021-09/15/2021	09/16/21	09/22/21
20	09/16/2021-09/29/2021	09/30/21	10/06/21
21	09/30/2021-10/13/2021	10/14/21	10/20/21
22	10/14/2021-10/27/2021	10/28/21	11/03/21
*23	10/28/2021-11/10/2021	***11/11/21***	11/17/21
*24	11/11/2021-11/24/2021	***11/25/21***	12/01/21
25	11/25/2021-12/08/2021	12/09/21	12/15/21
*26	12/09/2021-12/22/2021	*12/23/21*	12/29/21

****Denotes an early Time Sheet Due Date**** *****Denotes an early Pay Date***** ******Denotes Payroll Due During County Closure******