

**Deadlines 24/25**

| Month    | First deadlines |            | First report available |            | Final deadline |            | Gross Pay deadline |            | Final Report |            | Payroll Open |            | Actual pay date |            |
|----------|-----------------|------------|------------------------|------------|----------------|------------|--------------------|------------|--------------|------------|--------------|------------|-----------------|------------|
| April    | Tuesday         | 09/04/2024 | Thursday               | 11/04/2024 | Monday         | 15/04/2024 | Tuesday            | 16/04/2024 | Monday       | 22/04/2024 | Wednesday    | 24/04/2024 | Friday          | 26/04/2024 |
|          | Wednesday       | 08/05/2024 | Friday                 | 10/05/2024 | Tuesday        | 14/05/2024 | Wednesday          | 15/05/2024 | Tuesday      | 21/05/2024 | Thursday     | 23/05/2024 | Tuesday         | 28/05/2024 |
| May      | Tuesday         | 11/06/2024 | Thursday               | 13/06/2024 | Monday         | 17/06/2024 | Tuesday            | 18/06/2024 | Monday       | 24/06/2024 | Wednesday    | 26/06/2024 | Friday          | 28/06/2024 |
|          | Tuesday         | 09/07/2024 | Thursday               | 11/07/2024 | Monday         | 15/07/2024 | Tuesday            | 16/07/2024 | Monday       | 22/07/2024 | Wednesday    | 24/07/2024 | Friday          | 26/07/2024 |
| August   | Thursday        | 08/08/2024 | Monday                 | 12/08/2024 | Wednesday      | 14/08/2024 | Thursday           | 15/08/2024 | Wednesday    | 21/08/2024 | Friday       | 23/08/2024 | Wednesday       | 28/08/2024 |
|          | Tuesday         | 10/09/2024 | Thursday               | 12/09/2024 | Monday         | 16/09/2024 | Tuesday            | 17/09/2024 | Monday       | 23/09/2024 | Wednesday    | 25/09/2024 | Friday          | 27/09/2024 |
| October  | Wednesday       | 09/10/2024 | Friday                 | 11/10/2024 | Tuesday        | 15/10/2024 | Wednesday          | 16/10/2024 | Tuesday      | 22/10/2024 | Thursday     | 24/10/2024 | Monday          | 28/10/2024 |
|          | Monday          | 11/11/2024 | Wednesday              | 13/11/2024 | Friday         | 15/11/2024 | Monday             | 18/11/2024 | Friday       | 22/11/2024 | Thursday     | 26/11/2024 | Monday          | 28/11/2024 |
| November | Tuesday         | 10/12/2024 | Thursday               | 12/12/2024 | Monday         | 16/12/2024 | Tuesday            | 17/12/2024 | Friday       | 20/12/2024 | Thursday     | 24/12/2024 | Monday          | 27/12/2024 |
|          | Thursday        | 09/01/2025 | Monday                 | 13/01/2025 | Wednesday      | 15/01/2025 | Thursday           | 16/01/2025 | Wednesday    | 22/01/2025 | Friday       | 24/01/2025 | Tuesday         | 28/01/2025 |
| February | Tuesday         | 11/02/2025 | Thursday               | 13/02/2025 | Monday         | 17/02/2025 | Tuesday            | 18/02/2025 | Monday       | 24/02/2025 | Wednesday    | 26/02/2025 | Friday          | 28/02/2025 |
|          | Tuesday         | 11/03/2025 | Thursday               | 13/03/2025 | Monday         | 17/03/2025 | Tuesday            | 18/03/2025 | Monday       | 24/03/2025 | Wednesday    | 26/03/2025 | Friday          | 28/03/2025 |

| Your HR Super Sunday Dates | Your HR Upgrade Dates |
|----------------------------|-----------------------|
| 24-Mar                     | 29-Aug-24             |
| 28-Apr                     | 07-Feb-25             |
| 19-May                     |                       |
| 23-Jun                     |                       |
| 28-Jul                     |                       |
| 18-Aug                     |                       |
| 22-Sep                     |                       |
| 27-Oct                     |                       |
| 24-Nov                     |                       |
| 15-Dec                     |                       |