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| **Seabird Island Band** | | | |
| **Payroll Schedule 2025** | | | |
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| **P.P. #** | **Dates:** | **T/S Due:** | **Pay Dates:** |
| 1 | **Dec. 15 - Dec. 28** | **Dec. 24 (Stat on Jan. 1)** | Jan. 3 |
| 3 | **Dec. 29 - Jan. 11** | Jan. 13 | Jan. 17 |
| 5 | **Jan. 12 - Jan. 25** | Jan. 27 | Jan. 31 |
| 7 | **Jan. 26 - Feb. 8** | Feb. 10 | Feb. 14 |
| 9 | **Feb. 9 - Feb. 22** | Feb. 24 | Feb. 28 |
| 11 | **Feb. 23 - Mar. 8** | Mar. 10 | Mar. 14 |
| 13 | **Mar. 9 - Mar. 22** | **Mar. 24** | **Mar. 28** |
| 15 | **Mar. 23 - Apr. 5** | Apr. 7 | Apr. 11 |
| 17 | **Apr. 6 - Apr. 19** | Apr. 17 (stat on Apr 18,21) | Apr. 25 |
| 19 | **Apr. 20 - May 3** | May 5 | May 9 |
| 21 | **May 4 - May 17** | **May 16 (Stat on May 19)** | May 23 |
| 23 | **May 18 - May. 31** | May. 30 (payroll dept at a conference Jun 3-6) | Jun. 6 |
| 25 | **Jun. 1 - Jun. 14** | Jun. 16 | Jun. 20 |
| 27 | **Jun. 15 – Jun. 28** | **Jun. 27 (Stat on July 1)** | Jul. 4 |
| 29 | **Jun. 29 - Jul. 12** | Jul. 14 | Jul. 18 |
| 31 | **Jul. 13 - Jul. 26** | Jul. 28 | Aug. 1 |
| 33 | **Jul. 27 - Aug. 9** | Aug. 11 | Aug. 15 |
| 35 | **Aug. 10 - Aug. 23** | Aug. 25 | Aug. 29 |
| 37 | **Aug. 24 - Sept. 6** | Sept. 8 | Sept. 12 |
| 39 | **Sept. 7 - Sept. 20** | Sept. 22 | Sept. 26 |
| 41 | **Sept. 21 - Oct. 4** | Oct. 6 | Oct. 10 |
| 43 | **Oct. 5 - Oct. 18** | Oct. 20 | Oct. 24 |
| 45 | **Oct. 19 - Nov. 1** | Nov. 3 | Nov. 7 |
| 47 | **Nov. 2 - Nov. 15** | Nov. 17 | Nov. 21 |
| 49 | **Nov. 16 – Nov. 29** | Dec. 1 | Dec. 5 |
| 51 | **Nov. 30 - Dec. 13** | Dec. 15 | Dec. 19 |

**Please Note:** Timesheets (T/S) are due on **Monday** at noon the week of payday. If a stat. holiday lands on the due date, please be prepared to submit your timesheet at least **ONE (1)** business day earlier.

Timesheets that are submitted late risk a delay in processing payroll.

**Email:** PayRoll@seabirdisland.ca

Thank you!

**Payroll Department**