



*the*  
**EPISCOPAL CHURCH**  
*in* WESTERN OREGON

## 2024 PAYROLL CALENDAR

<u>Pay Period</u>	<b>PARISHES:</b> STIPEND/Hourly Entry into Paylocity System	<b>MISSIONS:</b> Deadline to submit Stipend/Hourly timesheets to the Diocese	<u>PAYDAY</u>
Jan 1-31	24- Wednesday	24- Wednesday	31- Wednesday
Feb 1-29	22- Thursday	22- Thursday	29- Thursday
Mar 1-31	22- Friday	22- Friday	29- Friday
April 1-30	23- Tuesday	23- Tuesday	30- Tuesday
May 1-31	24- Friday	24- Friday	31- Friday
Jun 1-30	21- Friday	21- Friday	28- Friday
Jul 1-31	24- Wednesday	24- Wednesday	31- Wednesday
Aug 1-31	23- Friday	23- Friday	30- Friday
Sep 1-30	23- Monday	23- Monday	30- Monday
Oct 1-31	24- Thursday	24- Thursday	31- Thursday
Nov 1-30	21- Thursday	21- Thursday	29- Friday
Dec 1-31	17- Tuesday	17- Tuesday	24- Tuesday

If you are not in the office on any of the due dates, please submit payroll on the closest date **PRIOR** to the actual due date.

## 2024 HOLIDAYS – DIOCESAN OFFICE CLOSED

Monday, January 1 – New Year’s Day  
Monday, January 15 – Martin Luther King, Jr. Day  
Monday, February 19 – President’s Day  
Friday, March 29 – Good Friday  
Monday, May 27 – Memorial Day  
Thursday, July 4 – Independence Day  
Monday, September 2 – Labor Day

Thursday, November 28 – Thanksgiving Holiday  
Friday, November 29 – Thanksgiving Holiday  
Tuesday, December 24 – Christmas Eve  
Wednesday, December 25 – Christmas Day  
Thursday, December 26 – Christmas Week  
Friday, December 27 – Christmas Week  
Monday, December 30 – Christmas Week  
Tuesday, December 31 – New Year’s Eve

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