

W2 Payment Schedule

Payment date	Week endings paid
January 2015	
15	December 28th 2014, January 4th
Last business day of the month	January 11th, January 18th
February	
15	January 25th, February 1st
Last business day of the month	February 8th, February 15th
March	
15	February 22nd, March 1st
Last business day of the month	March 8th, March 15th
April	
15	March 22nd, March 29th
Last business day of the month	April 5th, April 12th, April 19th
May	
15	April 26th, May 3rd
Last business day of the month	May 10th, May 17th
June	
15	May 24th, May 31st
Last business day of the month	June 7th, June 14th
July	
15	June 21st, June 28th
Last business day of the month	July 5th, July 12th, July 19th
August	
15	July 26th, August 2nd
Last business day of the month	August 9th, August 16th
September	
15	August 23rd, August 30th
Last business day of the month	September 6th, September 13th
October	
15	September 20th, Sept 27th, Oct 4th
Last business day of the month	October 11th, October 18th
November	
15	October 25th, November 1st
Last business day of the month	November 8th, November 15th
December	
15	November 22nd, November 29th
Last business day of the month	December 6th, Dec 13th, Dec 20th
January 2016	
15	December 27th 2015, January 3rd 2016
Last business day of the month	January 10th, January 17th

- All Timesheets, Expense Reports, & Receipts must be turned in 5 business days before the CyberSearch Ltd Payment Date to ensure processing is completed for payment on the Payment Date.
 - If Timesheets, Expense Reports, & Receipts are turned in during the 5 business day black-out period **by NOON (12 PM CST)** of the Payment Date, CyberSearch will process payment within 2 days after the normal Payment Date.
- Timesheets, Expense Reports, & Receipts turned in **after NOON (12 PM CST)** of the Payment Date will be paid on the next Payment Date per the Payment Schedule.
- Payment Dates are the 15th and last business day of each month. If the 15th falls on a holiday or weekend, payment will be dispersed on the previous business day.