

ADJOIN - PAYROLL SCHEDULE FOR THE YEAR OF 2026



| Pay Period Beginning Date | Pay Period Ending Date | Update & Review Setworks Time Punches | @3:30 PM | Payroll to Upload Setworks Time Punches in UKG | @4:30 PM | Management Timesheet & Expenses Approval in UKG/Workforce Management | Transmit Payroll | Pay Day | | |
|---------------------------|------------------------|---------------------------------------|-----------|------------------------------------------------|-----------|----------------------------------------------------------------------|--------------------|------------|------------|-----------|
| 12/16/2025 | 12/31/2025 | 1/2/2026 | Friday | 1/2/2026 | Friday | 1/6/2026 | Tuesday 4:30 PM | 1/7/2026 | 1/9/2026 | Friday |
| 1/1/2026 | 1/15/2026 | 1/16/2026 | Friday | 1/16/2026 | Friday | 1/20/2026 | Tuesday 4:30 PM | 1/21/2026 | 1/23/2026 | Friday |
| 1/15/2026 | 1/31/2026 | 2/3/2026 | Tuesday | 2/3/2026 | Tuesday | 2/5/2026 | Thursday 12:00 PM | 2/6/2026 | 2/10/2026 | Tuesday |
| 2/1/2026 | 2/15/2026 | 2/17/2026 | Tuesday | 2/17/2026 | Tuesday | 2/19/2026 | Thursday 4:30 PM | 2/23/2026 | 2/25/2026 | Wednesday |
| 2/16/2026 | 2/28/2026 | 3/3/2026 | Tuesday | 3/3/2026 | Tuesday | 3/5/2026 | Thursday 12:00 PM | 3/6/2026 | 3/10/2026 | Tuesday |
| 3/1/2026 | 3/15/2026 | 3/17/2026 | Tuesday | 3/17/2026 | Tuesday | 3/19/2026 | Thursday 4:30 PM | 3/23/2026 | 3/25/2026 | Wednesday |
| 3/16/2026 | 3/31/2026 | 4/1/2026 | Wednesday | 4/1/2026 | Wednesday | 4/6/2026 | Monday 4:30 PM | 4/8/2026 | 4/10/2026 | Friday |
| 4/1/2026 | 4/15/2026 | 4/16/2026 | Thursday | 4/16/2026 | Thursday | 4/20/2026 | Monday 4:30 PM | 4/22/2026 | 4/24/2026 | Friday |
| 4/16/2026 | 4/30/2026 | 5/1/2026 | Friday | 5/1/2026 | Friday | 5/4/2026 | Monday 4:30 PM | 5/6/2026 | 5/8/2026 | Friday |
| 5/1/2026 | 5/15/2026 | 5/18/2026 | Monday | 5/18/2026 | Monday | 5/20/2026 | Wednesday 4:30 PM | 5/20/2026 | 5/22/2026 | Friday |
| 5/16/2026 | 5/31/2026 | 6/2/2026 | Tuesday | 6/2/2026 | Tuesday | 6/5/2026 | Friday 4:30 PM | 6/8/2026 | 6/10/2026 | Wednesday |
| 6/1/2026 | 6/15/2026 | 6/16/2026 | Tuesday | 6/16/2026 | Tuesday | 6/22/2026 | Monday 4:30 PM | 6/23/2026 | 6/25/2026 | Thursday |
| 6/16/2026 | 6/30/2026 | 7/1/2026 | Wednesday | 7/1/2026 | Wednesday | 7/7/2026 | Tuesday 4:30 PM | 7/8/2026 | 7/10/2026 | Friday |
| 7/1/2026 | 7/15/2026 | 7/16/2026 | Thursday | 7/16/2026 | Thursday | 7/21/2026 | Tuesday 4:30 PM | 7/22/2026 | 7/24/2026 | Friday |
| 7/16/2026 | 7/31/2026 | 8/3/2026 | Monday | 8/3/2026 | Monday | 8/5/2026 | Wednesday 12:00 PM | 8/6/2026 | 8/10/2026 | Monday |
| 8/1/2026 | 8/15/2026 | 8/18/2026 | Tuesday | 8/18/2026 | Tuesday | 8/20/2026 | Thursday 12:00 PM | 8/21/2026 | 8/25/2026 | Tuesday |
| 8/16/2026 | 8/31/2026 | 9/2/2026 | Wednesday | 9/2/2026 | Wednesday | 9/4/2026 | Friday 4:30 PM | 9/8/2026 | 9/10/2026 | Thursday |
| 9/1/2026 | 9/15/2026 | 9/16/2026 | Wednesday | 9/16/2026 | Wednesday | 9/21/2026 | Monday 4:30 PM | 9/23/2026 | 9/25/2026 | Friday |
| 9/16/2026 | 9/30/2026 | 10/1/2026 | Thursday | 10/1/2026 | Thursday | 10/6/2026 | Tuesday 4:30 PM | 10/7/2026 | 10/9/2026 | Friday |
| 10/1/2026 | 10/15/2026 | 10/16/2026 | Friday | 10/16/2026 | Friday | 10/19/2026 | Monday 4:30 PM | 10/21/2026 | 10/23/2026 | Friday |
| 10/16/2026 | 10/31/2026 | 11/2/2026 | Monday | 11/2/2026 | Monday | 11/5/2026 | Thursday 12:00 PM | 11/6/2026 | 11/10/2026 | Tuesday |
| 11/1/2026 | 11/15/2026 | 11/16/2026 | Monday | 11/16/2026 | Monday | 11/19/2026 | Thursday 4:30 PM | 11/23/2026 | 11/25/2026 | Wednesday |
| 11/16/2026 | 11/30/2026 | 12/1/2026 | Tuesday | 12/1/2026 | Tuesday | 12/4/2026 | Friday 4:30 PM | 12/8/2026 | 12/10/2026 | Thursday |
| 12/1/2026 | 12/15/2026 | 12/16/2026 | Wednesday | 12/16/2026 | Wednesday | 12/18/2026 | Friday 12:00 PM | 12/22/2026 | 12/24/2026 | Thursday |

HOLIDAYS: New Year's Day
 Memorial Day
 Independence Day
 Labor Day
 Thanksgiving Day
 Christmas Day

Thursday, January 1, 2026
 Monday, May 25, 2026
 Friday, July 3, 2026
 Monday, September 7, 2026
 Thursday, November 26, 2026
 Friday, December 25, 2026

ADJOIN PAYROLL

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