

## RPS TIMECARD DUE DATES/PAYDATES – YEAR 2018

*(All Due Dates are by Midnight)*

<b>PAY PERIOD DATES</b>			<b>TIMECARD DUE DATE</b>	<b>PAYDATE</b>
MONDAY	thru	SUNDAY	FRIDAY	FRIDAY
12/25/17	-	01/07/18	01/12/18	01/19/18
01/08/18	-	01/21/18	01/26/18	02/02/18
01/22/18	-	02/04/18	02/09/18	02/16/18
02/05/18	-	02/18/18	02/23/18	03/02/18
02/19/18	-	03/04/18	03/09/18	03/16/18
03/05/18	-	03/18/18	03/23/18	03/30/18
03/19/18	-	04/01/18	04/06/18	04/13/18
04/02/18	-	04/15/18	04/20/18	04/27/18
04/16/18	-	04/29/18	05/04/18	05/11/18
04/30/18	-	05/13/18	05/18/18	05/25/18
05/14/18	-	05/27/18	06/01/18	06/08/18
05/28/18	-	06/10/18	06/15/18	06/22/18
06/11/18	-	06/24/18	06/29/18	07/06/18
06/25/18	-	07/08/18	07/13/18	07/20/18
07/09/18	-	07/22/18	07/27/18	08/03/18
07/23/18	-	08/05/18	08/10/18	08/17/18
08/06/18	-	08/19/18	08/24/18	08/31/18
08/20/18	-	09/02/18	09/07/18	09/14/18
09/03/18	-	09/16/18	09/21/18	09/28/18
09/17/18	-	09/30/18	10/05/18	10/12/18
10/01/18	-	10/14/18	10/19/18	10/26/18
10/15/18	-	10/28/18	11/02/18	11/09/18
10/29/18	-	11/11/18	11/16/18	11/23/18
11/12/18	-	11/25/18	11/30/18	12/07/18
11/26/18	-	12/09/18	12/14/18	12/21/18
12/10/18	-	12/23/18	12/28/18	01/04/19
12/24/18	-	01/06/19	01/11/19	01/18/19

## RPS Federal Holidays Observed

<b>Monday January 1 - New Year's Day</b>
<b>Monday January 15 - Martin Luther King Day</b>
<b>Monday February 19 - Presidents Day</b>
<b>Monday May 28 - Memorial Day</b>
<b>Wednesday July 4 - Independence Day</b>
<b>Monday September 3 - Labor Day</b>
<b>Monday October 8 - Columbus Day</b>
<b>Sunday November 11 - Veterans Day</b>
<b>Thursday November 22 - Thanksgiving</b>
<b>Tuesday December 25 - Christmas</b>

## Recording in Quarter Hour Increments Chart

<b>Minutes</b>		<b>Add</b>
:00 - :15		0.25
:00 - :30		0.50
:00 - :45		0.75
:00 - :60		1.00