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## 2026 Payroll Calendar

| DATE                                | 2025 US FEDERAL HOLIDAYS |
|-------------------------------------|--------------------------|
| Thursday, January 1 <sup>st</sup>   | New Year's Day           |
| Monday, May 25 <sup>th</sup>        | Memorial Day             |
| Saturday, July 4 <sup>th</sup>      | Independence Day         |
| Monday, September 7 <sup>th</sup>   | Labor Day                |
| Thursday, November 26 <sup>th</sup> | Thanksgiving Day         |
| Friday, December 25 <sup>th</sup>   | Christmas Day            |

| Week Number | Pay Period Begin Date and End Date | Expense Report/Bonus/ Additional Items<br>*10AM MST* | Payroll Submission/Time Approval Deadline<br>*10AM MST* | Check Date |
|-------------|------------------------------------|------------------------------------------------------|---------------------------------------------------------|------------|
| 2           | 12/21/2025 - 01/03/2026            | 01/02/2026                                           | 01/05/2026                                              | 01/09/2026 |
| 4           | 01/04/2026 - 01/17/2026            | 01/16/2026                                           | 01/19/2026                                              | 01/23/2026 |
| 6           | 01/18/2026 - 01/31/2026            | 01/30/2026                                           | 02/02/2026                                              | 02/06/2026 |
| 8           | 02/01/2026 - 02/14/2026            | 02/13/2026                                           | 02/16/2026                                              | 02/20/2026 |
| 10          | 02/15/2026 - 02/28/2026            | 02/27/2026                                           | 03/02/2026                                              | 03/06/2026 |
| 12          | 03/01/2026 - 03/14/2026            | 03/13/2026                                           | 03/16/2026                                              | 03/20/2026 |
| 14          | 03/15/2026 - 03/28/2026            | 03/27/2026                                           | 03/30/2026                                              | 04/03/2026 |
| 16          | 03/29/2026 - 04/11/2026            | 04/10/2026                                           | 04/13/2026                                              | 04/17/2026 |
| 18          | 04/12/2026 - 04/25/2026            | 04/24/2026                                           | 04/27/2026                                              | 05/01/2026 |
| 20          | 04/26/2026 - 05/09/2026            | 05/08/2026                                           | 05/11/2026                                              | 05/15/2026 |
| 22          | 05/10/2026 - 05/23/2026            | 05/22/2026                                           | 05/24/2026*                                             | 05/29/2026 |
| 24          | 05/24/2026 - 06/06/2026            | 06/05/2026                                           | 06/08/2026                                              | 06/12/2026 |
| 26          | 06/07/2026 - 06/20/2026            | 06/19/2026                                           | 06/22/2026                                              | 06/26/2026 |
| 28          | 06/21/2026 - 07/03/2026            | 07/03/2026*                                          | 07/06/2026                                              | 07/10/2026 |
| 30          | 07/05/2026 - 07/18/2026            | 07/17/2026                                           | 07/20/2026                                              | 07/24/2026 |
| 32          | 07/19/2026 - 08/01/2026            | 07/31/2026                                           | 08/03/2026                                              | 08/07/2026 |
| 34          | 08/02/2026 - 08/15/2026            | 08/14/2026                                           | 08/17/2026                                              | 08/21/2026 |
| 36          | 08/16/2026 - 08/29/2026            | 08/28/2026                                           | 08/31/2026                                              | 09/04/2026 |
| 38          | 08/30/2026 - 09/12/2026            | 09/11/2026                                           | 09/14/2026                                              | 09/18/2026 |
| 40          | 09/13/2026 - 09/26/2026            | 09/25/2026                                           | 09/28/2026                                              | 10/02/2026 |
| 42          | 09/27/2026 - 10/10/2026            | 10/09/2026                                           | 10/12/2026                                              | 10/16/2026 |
| 44          | 10/11/2026 - 10/24/2026            | 10/23/2026                                           | 10/26/2026                                              | 10/30/2026 |
| 46          | 10/25/2026 - 11/07/2026            | 11/06/2026                                           | 11/09/2026                                              | 11/13/2026 |
| 48          | 11/08/2026 - 11/21/2026            | 11/20/2026                                           | 11/23/2026                                              | 11/27/2026 |
| 50          | 11/22/2026 - 12/06/2026            | 12/04/2026                                           | 12/07/2026                                              | 12/11/2026 |
| 52          | 12/06/2025 - 12/19/2026            | 12/18/2026                                           | 12/20/2026*                                             | 12/24/2026 |