



2016

Participant Payroll Schedule

Inter-County Community Council

PO Box 189

Oklee, MN 56742

Fax: 218-796-5175 or employment@intercountycc.org

<u>Pay Period Ending</u>	<u>Timesheet to Employment Department</u>	<u>Deposited in Bank</u>
Saturday	Monday-unless noted by*	Friday-unless noted by*
January 2	12:00 PM – January 4	January 8
January 16	12:00 PM – January 18	January 22
January 30	12:00 PM – February 1	February 5
February 13	3:00 PM – February 12* (Friday)	February 19
February 27	12:00 PM – February 29	March 4
March 12	12:00 PM – March 14	March 18
March 26	12:00 PM – March 28	April 1
April 9	12:00 PM – April 11	April 15
April 23	12:00 PM – April 25	April 29
May 7	12:00 PM – May 9	May 13
May 21	12:00 PM – May 23	May 27
June 4	12:00 PM – June 6	June 10
June 18	12:00 PM – June 20	June 24
July 2	3:00 PM – July 1* (Friday)	July 8
July 16	12:00 PM – July 18	July 22
July 30	12:00 PM – August 1	August 5
August 13	12:00 PM – August 15	August 19
August 27	12:00 PM – August 29	September 2
September 10	12:00 PM – September 12	September 16
September 24	12:00 PM – September 26	October 30
September 30	12:00 PM – October 3* (Friday)	October 14
October 8	3:00 PM – October 7 * Friday)	October 14
October 22	12:00 PM – October 24	October 28
November 5	12:00 PM – November 7	November 13**(Monday)
November 19	12:00 PM – November 21	November 25
December 3	12:00 PM – December 5	December 9
December 17	12:00 PM – December 19	December 23

***Please note the due date is a Friday, not Monday to have the timesheets turned into the Employment Department.**

****Deposit will be made on Monday due to holiday on Friday; Deposits cannot be made on holidays.**

All Timesheets must be signed by client and supervisor prior to submission.