

“B” 4 - weekly Payroll Schedule for 2025/2026

Tax Year	Tax Week	Pay Period (Monday to Sunday)		Timesheets submitted and approved Deadline	Pay Date
		From	To		
2025/2026	4	10/03/2025	06/04/2025	Noon 07/04/2025	11/04/2025
2025/2026	8	07/04/2025	04/05/2025	Noon 02/05/2025	09/05/2025
2025/2026	12	05/05/2025	01/06/2025	Noon 02/06/2025	06/06/2025
2025/2026	16	02/06/2025	29/06/2025	Noon 30/06/2025	04/07/2025
2025/2026	20	30/06/2025	27/07/2025	Noon 28/07/2025	01/08/2025
2025/2026	24	28/07/2025	24/08/2025	Noon 22/08/2025	29/08/2025
2025/2026	28	25/08/2025	21/09/2025	Noon 22/09/2025	26/09/2025
2025/2026	32	22/09/2025	19/10/2025	Noon 20/10/2025	24/10/2025
2025/2026	36	20/10/2025	16/11/2025	Noon 17/11/2025	21/11/2025
2025/2026	40	17/11/2025	14/12/2025	Noon 15/12/2025	19/12/2025
2025/2026	44	15/12/2025	11/01/2026	Noon 12/01/2026	16/01/2026
2025/2026	48	12/01/2026	08/02/2026	Noon 09/02/2026	13/02/2026
2025/2026	52	09/02/2026	08/03/2026	Noon 09/03/2026	13/03/2026

Virtual Wallet payroll accept no responsibility for late submission. Any timesheets submitted after the deadline, will be processed in next available pay run.

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