



**SUB-BOARD 1, INC.  
BI-WEEKLY PAYROLL SCHEDULE  
2009 - 2010**

<u>Pay Period</u>	<u>Time Sheets Due</u>	<u>Pay Day</u>
07/20/09 - 08/02/09	05-Aug-09	Thurs, 13-Aug
08/03/09 - 08/16/09	19-Aug-09	Thurs, 27-Aug
08/17/09 - 08/30/09	02-Sep-09	Fri, 11-Sep
08/31/09 - 09/13/09	16-Sep-09	Fri, 25-Sep
09/14/09 - 09/27/09	30-Sep-09	Fri, 09-Oct
09/28/09 - 10/11/09	14-Oct-09	Fri, 23-Oct
10/12/09 - 10/25/09	28-Oct-09	Fri, 06-Nov
10/26/09 - 11/08/09	11-Nov-09	Fri, 20-Nov
11/09/09 - 11/22/09	Tues, 24-Nov-09	Fri, 04-Dec
11/23/09 - 12/06/09	09-Dec-09	Fri, 18-Dec
12/07/09 - 12/20/09	<b>Noon 17-Dec-09</b>	* Thurs, 31-Dec
12/21/09 - 01/03/10	06-Jan-10	Fri, 15-Jan
01/04/10 - 01/17/10	20-Jan-10	Fri, 29-Jan
01/18/10 - 01/31/10	03-Feb-10	Fri, 12-Feb
02/01/10 - 02/14/10	17-Feb-10	Fri, 26-Feb
02/15/10 - 02/28/10	03-Mar-10	**Thurs, 11-Mar
03/01/10 - 03/14/10	17-Mar-10	Fri, 26-Mar
03/15/10 - 03/28/10	31-Mar-10	Fri, 09-Apr
03/29/10 - 04/11/10	14-Apr-10	Fri, 23-Apr
04/12/10 - 04/25/10	28-Apr-10	**Thurs, 06-May
04/26/10 - 05/09/10	12-May-10	Thurs, 20-May
05/10/10 - 05/23/10	26-May-10	Thurs, 03-Jun
05/24/10 - 06/06/10	09-Jun-10	Thurs, 17-Jun
06/07/10 - 06/20/10	23-Jun-10	Thurs, 01-Jul
06/21/10 - 07/04/10	07-Jul-10	Thurs, 15-Jul
07/05/10 - 07/18/10	21-Jul-10	Thurs, 29-Jul
07/19/10 - 08/01/10	04-Aug-10	Thurs, 12-Aug

\* Checks dated Thursday, December 31, 2009 will be available for pick-up on Monday, January 4, 2010.

\*\* Reduced hours will be in effect from Tuesday Dec 22, 2009 through Friday Jan 8, 2010, and from Monday Mar 8, 2010 through Friday Mar 12, 2010, and from Friday May 7, 2010 through Friday Aug 27, 2010.

**REMINDER!** Federal regulations require that appointment authorizations with I-9 attachments must be submitted to the Sub-Board I Accounting Office for all newly hired employees **within three business days** from their first day of work!