

Working Week

(Monday to Sunday)

Tax Period	Working Week (Code B) Monday to Sunday	Payroll 1 Payment Due (By 17:00)	Payroll 2 Payment Due (By 17:00)	Timesheet Deadline Date	Timesheet Deadline Time
Tax Period 40	23/12/2024 – 29/12/2024	03/01/2025	06/01/2025	30/12/2024	09:00
Tax Period 41	30/12/2024 – 05/01/2025	10/01/2025	13/01/2025	06/01/2025	09:00
Tax Period 42	06/01/2025 – 12/01/2025	17/01/2025	20/01/2025	13/01/2025	09:00
Tax Period 43	13/01/2025 – 19/01/2025	24/01/2025	27/01/2025	20/01/2025	09:00
Tax Period 44	20/01/2025 – 26/01/2025	31/01/2025	03/02/2025	27/01/2025	09:00
Tax Period 45	27/01/2025 – 02/02/2025	07/02/2025	10/02/2025	03/02/2025	09:00
Tax Period 46	03/02/2025 – 09/02/2025	14/02/2025	17/02/2025	10/02/2025	09:00
Tax Period 47	10/02/2025 – 16/02/2025	21/02/2025	24/02/2025	17/02/2025	09:00
Tax Period 48	17/02/2025 – 23/02/2025	28/02/2025	03/03/2025	24/02/2025	09:00
Tax Period 49	24/02/2025 – 02/03/2025	07/03/2025	10/03/2025	03/03/2025	09:00
Tax Period 50	03/02/2025 – 09/03/2025	14/03/2025	17/03/2025	10/03/2025	09:00
Tax Period 51	10/03/2025 – 16/03/2025	21/03/2025	24/03/2025	17/03/2025	09:00
Tax Period 52	17/03/2025 – 23/03/2025	28/03/2025	31/03/2025	24/03/2025	09:00
Tax Period 53	24/03/2025 – 30/03/2025	04/04/2025	07/04/2025	31/03/2025	09:00
Tax Period 01	31/03/2025 – 06/04/2025	11/04/2025	14/04/2025	07/04/2025	09:00
Tax Period 02	07/04/2025 – 13/04/2025	18/04/2025	21/04/2025	14/04/2025	09:00
Tax Period 03	14/04/2025 – 20/04/2025	25/04/2025	28/04/2025	21/04/2025	09:00
Tax Period 04	21/04/2025 – 27/04/2025	02/05/2025	05/05/2025	28/04/2025	09:00
Tax Period 05	28/04/2025 – 04/05/2025	09/05/2025	12/05/2025	05/05/2025	09:00
Tax Period 06	05/05/2025 – 11/05/2025	16/05/2025	19/05/2025	12/05/2025	09:00
Tax Period 07	12/05/2025 – 18/05/2025	23/05/2025	26/05/2025	19/05/2025	09:00
Tax Period 08	19/05/2025 – 25/05/2025	30/05/2025	02/06/2025	26/05/2025	09:00
Tax Period 09	26/05/2025 – 01/06/2025	06/06/2025	09/06/2025	02/06/2025	09:00
Tax Period 10	02/06/2025 – 08/06/2025	13/06/2025	16/06/2025	09/06/2025	09:00
Tax Period 11	09/06/2025 – 15/06/2025	20/06/2025	23/06/2025	16/06/2025	09:00
Tax Period 12	16/06/2025 – 22/06/2025	27/06/2025	30/06/2025	23/06/2025	09:00
Tax Period 13	23/06/2025 – 29/06/2025	04/07/2025	07/07/2025	30/06/2025	09:00
Tax Period 14	30/06/2025 – 06/07/2025	11/07/2025	14/07/2025	07/07/2025	09:00
Tax Period 15	07/07/2025 – 13/07/2025	18/07/2025	21/07/2025	14/07/2025	09:00

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Tax Period 16	14/07/2025 – 20/07/2025	25/07/2025	28/07/2025	21/07/2025	09:00
Tax Period 17	21/07/2025 – 27/07/2025	01/08/2025	04/08/2025	28/07/2025	09:00
Tax Period 18	28/07/2025 – 03/08/2025	08/08/2025	11/08/2025	04/08/2025	09:00
Tax Period 19	04/08/2025 – 10/08/2025	15/08/2025	18/08/2025	11/08/2025	09:00
Tax Period 20	11/08/2025 – 17/08/2025	22/08/2025	25/08/2025	18/08/2025	09:00
Tax Period 21	18/08/2025 – 24/08/2025	29/08/2025	01/09/2025	25/08/2025	09:00
Tax Period 22	25/08/2025 – 31/08/2025	05/09/2025	08/09/2025	01/09/2025	09:00
Tax Period 23	01/09/2025 – 07/09/2025	12/09/2025	15/09/2025	08/09/2025	09:00
Tax Period 24	08/09/2025 – 14/09/2025	19/09/2025	22/09/2025	15/09/2025	09:00
Tax Period 25	15/09/2025 – 21/09/2025	26/09/2025	29/09/2025	22/09/2025	09:00
Tax Period 26	22/09/2025 – 28/09/2025	03/10/2025	06/10/2025	29/09/2025	09:00
Tax Period 27	29/09/2025 – 05/10/2025	10/10/2025	13/10/2025	06/10/2025	09:00
Tax Period 28	06/10/2025 – 12/10/2025	17/10/2025	20/10/2025	13/10/2025	09:00
Tax Period 29	13/10/2025 – 19/10/2025	24/10/2025	27/10/2025	20/10/2025	09:00
Tax Period 30	20/10/2025 – 26/10/2025	31/10/2025	03/11/2025	27/10/2025	09:00
Tax Period 31	27/10/2025 – 02/11/2025	07/11/2025	10/11/2025	03/11/2025	09:00
Tax Period 32	03/11/2025 – 09/11/2025	14/11/2025	17/11/2025	10/11/2025	09:00
Tax Period 33	10/11/2025 – 16/11/2025	21/11/2025	24/11/2025	17/11/2025	09:00
Tax Period 34	17/11/2025 – 23/11/2025	28/11/2025	01/12/2025	24/11/2025	09:00
Tax Period 35	24/11/2025 – 30/11/2025	05/12/2025	08/12/2025	01/12/2025	09:00
Tax Period 36	01/12/2025 – 07/12/2025	12/12/2025	15/12/2025	08/12/2025	09:00
Tax Period 37	08/12/2025 – 14/12/2025	19/12/2025	22/12/2025	15/12/2025	09:00
Tax Period 38	15/12/2025 – 21/12/2025	26/12/2025	29/12/2025	22/12/2025	09:00
Tax Period 39	22/12/2025 – 28/12/2025	02/01/2026	05/01/2026	29/12/2025	09:00
Tax Period 40	29/12/2025 – 04/01/2026	09/01/2026	12/01/2026	05/01/2026	09:00

PLEASE NOTE: This may vary on Bank Holidays, Christmas period, etc.

Payment Due will only be met if timesheet/s are submitted before the deadline outlined within this document. If missed, payment will be deferred to the following week, should your timesheet submission meet the following timesheet deadline time, date, process & be approved by the Hiring Company (Code A).

For all pay related queries please email contact@workforceresourcing.co.uk (No other method will be accepted).

- Employees, you can find useful information by visiting here > <https://www.workforceresourcing.co.uk/employees>
- Timesheet Rules here > www.workforceresourcing.co.uk/timesheet-rules
- Find your Payslips (PAYE) here > <https://workforceresourcing.sage.hr/signin>
- Unable to Attend a Shift > www.workforceresourcing.co.uk/unable-to-attend
- Structure, Definitions, Interpretation & Codes Explanation > www.workforceresourcing.co.uk/structure-definitions-interpretation-codesexplanation

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