



2020 PCA Pay Schedule

Failure to follow the SMILES PCA pay schedule; and/or NOT properly filling out the PCA Timesheets will result in timesheet being processed the next pay period. SMILES will no longer accept emailed or faxed Timesheets.

A	B	C	D
Sunday	Saturday	Before NOON Wednesday	Friday
Pay Period Begin	Pay Period End	Time Sheet Due Date	Direct Deposit & Paychecks Issued
12/22/19	01/04/20	01/08/20	01/17/20
01/05/20	01/18/20	01/22/20	01/31/20
01/19/20	02/01/20	02/05/20	02/14/20
02/02/20	02/15/20	02/19/20	02/28/20
02/16/20	02/29/20	03/04/20	03/13/20
03/01/20	03/14/20	03/18/20	03/27/20
03/15/20	03/28/20	04/01/20	04/10/20
03/29/20	04/11/20	04/15/20	04/24/20
04/12/20	04/25/20	04/29/20	05/08/20
04/26/20	05/09/20	05/13/20	05/22/20
05/10/20	05/23/20	05/27/20	06/05/20
05/24/20	06/06/20	06/10/20	06/19/20
06/07/20	06/20/20	06/24/20	07/03/20
06/21/20	07/04/20	07/08/20	07/17/20
07/05/20	07/18/20	07/22/20	07/31/20
07/19/20	08/01/20	08/05/20	08/14/20
08/02/20	08/15/20	08/19/20	08/28/20
08/16/20	08/29/20	09/02/20	09/11/20
08/30/20	09/12/20	09/16/20	09/25/20
09/13/20	09/26/20	09/30/20	10/09/20
09/27/20	10/10/20	10/14/20	10/23/20
10/11/20	10/24/20	10/28/20	11/06/20
10/25/20	11/07/20	11/11/20	11/20/20
11/08/20	11/21/20	11/25/20	12/04/20
11/22/20	12/05/20	12/09/20	12/18/20
12/06/20	12/19/20	12/23/20	01/01/21
12/20/20	01/02/21	01/06/21	01/15/21

Alerus mails out paper checks on the date they are printed. Direct Deposits are deposited and ready for use on the date in column D. Alerus and SMILES are not responsible for timeliness of United States Postal service mail delivery.

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