2012 Pay Periods
Channel Islands Social Services
FAX all timecards to (805) 384-0986 or (805) 299-0699
Timecards can also be e-mailed to Payroll@IslandSocialServices.org

Timecards must be received in the office **by 5:00 pm on Monday** due date.
Please call the office to verify all timecards were received.
All late timecards will be paid on the following payday two weeks later.

You may pick-up your paycheck between 9:30 am and 4:30 pm on payday or it will be mailed.

Pay Period Start Date (Monday)	Pay Period End Date (Sunday)	**TIMECARD DUE DATES (Monday by 5 pm)**	$ PAY DAY $ (Friday) Pickup 9:30 - 3:00
12/26/2011	1/8/2012	**1/9/2012**	1/13/2012
1/9/2012	1/22/2012	**1/23/2012**	1/27/2012
1/23/2012	2/5/2012	**2/6/2012**	2/10/2012
2/6/2012	2/19/2012	**2/20/2012**	2/24/2012
2/20/2012	3/4/2012	**3/5/2012**	3/9/2012
3/5/2012	3/18/2012	**3/19/2012**	3/23/2012
3/19/2012	4/1/2012	**4/2/2012**	4/6/2012
4/2/2012	4/15/2012	**4/16/2012**	4/20/2012
4/16/2012	4/29/2012	**4/30/2012**	5/4/2012
4/30/2012	5/13/2012	**5/14/2012**	5/18/2012
5/14/2012	5/27/2012	**5/28/2012**	6/1/2012
5/28/2012	6/10/2012	**6/11/2012**	6/15/2012
6/11/2012	6/24/2012	**6/25/2012**	6/29/2012
6/25/2012	7/8/2012	**7/9/2012**	7/13/2012
7/9/2012	7/22/2012	**7/23/2012**	7/27/2012
7/23/2012	8/5/2012	**8/6/2012**	8/10/2012
8/6/2012	8/19/2012	**8/20/2012**	8/24/2012
8/20/2012	9/2/2012	**9/3/2012**	9/7/2012
9/3/2012	9/16/2012	**9/17/2012**	9/21/2012
9/17/2012	9/30/2012	**10/1/2012**	10/5/2012
10/1/2012	10/14/2012	**10/15/2012**	10/19/2012
10/15/2012	10/28/2012	**10/29/2012**	11/2/2012
10/29/2012	11/11/2012	**11/12/2012**	11/16/2012
11/12/2012	11/25/2012	**11/26/2012**	11/30/2012
11/26/2012	12/9/2012	**12/10/2012**	12/14/2012
12/10/2012	12/23/2012	**12/24/2012**	12/28/2012

Holidays do not affect when timecards are due so fax or drop off at the office by due date.

Office closed for the following holidays:

Monday, January 2, 2012
Monday, February 20, 2012
Monday, May 28, 2012
Wednesday, July 4, 2012
Monday, September 3, 2012
Monday, November 12, 2012
Thursday, November 22, 2012
Friday, November 23, 2012
Tuesday, December 25, 2012