

Hourly Employee Timesheet Calendar Year 2026

Reminder: It is very important that you follow this calendar closely to ensure your timesheet is processed on time. Late timesheets will not be processed and it will result in a delay in receiving payment for that particular pay period.

Weeks	Time Reporting Period	Timesheets Due	Pay Date
51	12/07/2025 - 12/13/2025	Tuesday, December 16, 2025	1/2/2026
52	12/14/2025 - 12/20/2025	Monday, December 22, 2025	
1	12/21/2025 - 12/27/2025	Monday, December 29, 2025	1/16/2026
2	12/28/2025 - 01/03/2026	Tuesday, January 6, 2026	
3	01/04/2026 - 01/10/2026	Tuesday, January 13, 2026	1/30/2026
4	01/11/2026 - 01/17/2026	Tuesday, January 20, 2026	
5	01/18/2026 - 01/24/2026	Tuesday, January 27, 2026	2/13/2026
6	01/25/2026 - 01/31/2026	Tuesday, February 3, 2026	
7	02/01/2026 - 02/07/2026	Tuesday, February 10, 2026	2/27/2026
8	02/08/2026 - 02/14/2026	Tuesday, February 17, 2026	
9	02/15/2026 - 02/21/2026	Tuesday, February 24, 2026	3/13/2026
10	02/22/2026 - 02/28/2026	Tuesday, March 3, 2026	
11	03/01/2026 - 03/07/2026	Tuesday, March 10, 2026	3/27/2026
12	03/08/2026 - 03/14/2026	Tuesday, March 17, 2026	
13	03/15/2026 - 03/21/2026	Tuesday, March 24, 2026	4/10/2026
14	03/22/2026 - 03/28/2026	Tuesday, March 31, 2026	
15	03/29/2025 - 04/04/2026	Tuesday, April 7, 2026	4/24/2026
16	04/05/2026 - 04/11/2026	Tuesday, April 14, 2026	
17	04/12/2026 - 04/18/2026	Tuesday, April 21, 2026	5/8/2026
18	04/19/2026 - 04/25/2026	Tuesday, April 28, 2026	
19	04/26/2026 - 05/02/2026	Tuesday, May 5, 2026	5/22/2026
20	05/03/2026 - 05/09/2026	Tuesday, May 12, 2026	
21	05/10/2026 - 05/16/2026	Tuesday, May 19, 2026	6/5/2026
22	05/17/2026 - 05/23/2026	Tuesday, May 27, 2026	
23	05/24/2026 - 05/30/2026	Tuesday, June 2, 2026	6/18/2026
24	05/31/2026 - 06/06/2026	Monday, June 8, 2026*	
25	06/07/2026 - 06/13/2026	Monday, June 15, 2026*	7/2/2026
26	06/14/2026 - 06/20/2026	Monday, June 22, 2026*	
27	06/21/2026 - 06/27/2026	Monday, June 29, 2026*	7/17/2026
28	06/28/2026 - 07/04/2026	Monday, July 6, 2026*	
29	07/05/2026 - 07/11/2026	Monday, July 13, 2026*	7/31/2026
30	07/12/2026 - 07/18/2026	Monday, July 20, 2026*	
31	07/19/2026 - 07/25/2026	Monday, July 27, 2026*	8/14/2026
32	07/26/2026 - 08/01/2026	Monday, August 3, 2026*	
33	08/02/2026 - 08/08/2026	Monday, August 10, 2026*	8/28/2026
34	08/09/2026 - 08/15/2026	Tuesday, August 18, 2026	
35	08/16/2026 - 08/22/2026	Monday, August 25, 2025	9/11/20256
36	08/23/2026 - 08/29/2026	Monday, August 31, 2026*	
37	08/30/2026 - 09/05/2026	Tuesday, September 8, 2026	9/25/2026
38	09/06/2026 - 09/12/2026	Tuesday, September 15, 2026	
39	09/13/2026 - 09/19/2026	Tuesday, September 22, 2026	10/9/2026
40	09/20/2026 - 09/26/2026	Tuesday, September 29, 2026	
41	09/27/2026 - 10/03/2026	Tuesday, October 6, 2026	10/23/2026
42	10/04/2026 - 10/10/2026	Tuesday, October 13, 2026	
43	10/11/2026 - 10/17/2026	Tuesday, October 20, 2026	11/6/2026
44	10/18/2026 - 10/24/2026	Tuesday, October 27, 2026	
45	10/25/2026 - 10/31/2026	Tuesday, November 3, 2026	11/20/2026
46	11/01/2026 - 11/07/2026	Tuesday, November 10, 2026	
47	11/08/2026 - 11/14/2026	Tuesday, November 17, 2026	12/4/2026
48	11/15/2026 - 11/21/2026	Monday, November 23, 2026*	
49	11/22/2026 - 11/28/2026	Tuesday, December 1, 2026	12/18/2026
50	11/29/2026 - 12/05/2026	Tuesday, December 8, 2026	

*Changes due to Holidays and Summer Friday Scheduling

Note: This schedule is subject to change based on the directives of the Office of Payrol