



# TIMESHEET CALENDAR

## April 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
	1 Closed Easter Monday	2	3 	4	5	6
7	8	9	10	11 	12	13 <input checked="" type="checkbox"/>
14	15	16	17 	18	19	20
21	22	23	24	25 	26	27 <input checked="" type="checkbox"/>
28	29	30				

## May 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
			1 	2	3	4
5	6	7	8	9 	10	11 <input checked="" type="checkbox"/>
12	13	14	15 	16	17	18
19	20 Closed Victoria Day	21	22	23 	24	25 <input checked="" type="checkbox"/>
26	27	28	29 	30	31	

## June 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
						1
2	3	4	5	6 	7	8 <input checked="" type="checkbox"/>
9	10	11	12 	13	14	15
16	17	18	19	20 	21	22 <input checked="" type="checkbox"/>
23 30	24	25	26 	27	28	29

## July 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
	1 Closed Canada Day	2	3	4 	5	6 <input checked="" type="checkbox"/>
7	8	9	10 	11	12	13
14	15	16	17	18 	19	20 <input checked="" type="checkbox"/>
21	22	23	24 	25	26	27
28	29	30	31			



Pay Period End



Timesheets In By



Date Paid



# TIMESHEET CALENDAR

## August 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
				1 😊	2	3 ☑
4	5 Closed Civic Holiday	6	7 ★	8	9	10 ☑
11	12	13	14	15 😊	16	17 ☑
18	19	20	21 ★	22	23	24
25	26	27	28	29 😊	30	31 ☑

## September 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
1	2 Closed Labour Day	3	4 ★	5	6	7
8	9	10	11	12 😊	13	14 ☑
15	16	17	18 ★	19	20	21
22	23	24	25	26 😊	27	28 ☑
29	30					

## October 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
		1	2 ★	3	4	5
6	7	8	9	10 😊	11	12 ☑
13	14 Closed Thanksgiving	15	16 ★	17	18	19
20	21	22	23	24 😊	25	26 ☑
27	28	29	30 ★	31		

## November 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7 😊	8	9 ☑
10	11 Closed Remembrance Day	12	13 ★	14	15	16
17	18	19	20	21 😊	22	23 ☑
24	25	26	27 ★	28	29	30



Pay Period End



Timesheets In By



Date Paid



# TIMESHEET CALENDAR

## December 2024

Sun	Mon	Tues	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7 <input checked="" type="checkbox"/>
8	9	10	11	12	13	14
15	16	17	18	19	20	21 <input checked="" type="checkbox"/>
22	23	24	25	26	27 Closed	28
29	30 Closed	31 Closed				

## January 2025

Sun	Mon	Tues	Wed	Thu	Fri	Sat
			1	2	3	4 <input checked="" type="checkbox"/>
			Closed New Years Day			
5	6	7	8	9	10	11
12	13	14	15	16	17	18 <input checked="" type="checkbox"/>
19	20	21	22	23	24	25
26	27	28	29	30	31	

## February 2025

Sun	Mon	Tues	Wed	Thu	Fri	Sat
						1 <input checked="" type="checkbox"/>
2	3	4	5	6	7	8
9	10	11	12	13	14	15 <input checked="" type="checkbox"/>
16	17	18	19	20	21	22
23	24 Closed Family Day	25	26	27	28	

### CHRISTMAS WEEK





Please note: Although the office is closed, our payroll team will be in during the holiday break to process payroll. The office remains closed.

Please submit your timesheets by TUESDAY, December 24<sup>th</sup>. Any late timesheets will be processed in the January 16<sup>th</sup> pay.



# TIMESHEET CALENDAR

## March 2025

Sun	Mon	Tues	Wed	Thur	Fri	Sat
						<input checked="" type="checkbox"/> 1
2	3	4	 5	6	7	8
9	10	11	12	 13	14	<input checked="" type="checkbox"/> 15
16	17	18	 19	20	21	22
23	24	25	26	27	28	<input checked="" type="checkbox"/> 29
30	31					



Pay Period End



Date Paid



Timesheets In By

**FAMILY RESPITE SERVICES**  
**FINANCIAL YEAR END IS MARCH 31<sup>st</sup>, 2025**



Therefore when submitting your timesheets with the  
 Pay Period End Date March 29<sup>th</sup>

You must also include hours worked on  
 March 30<sup>th</sup> -31<sup>st</sup> on a **separate** timesheet