



## 2021 - EXEMPT EMPLOYEES

*Certify time on one day within each pay period.*

Pay Period Begins	Pay Period Ends	Pay Date
01/01/21	01/15/21	01/15/21
01/16/21	01/31/21	01/29/21
02/01/21	02/15/21	02/15/21
02/16/21	2/29/2021	02/26/21
03/01/21	03/15/21	03/15/21
03/16/21	03/31/21	03/31/21
04/01/21	04/15/21	04/15/21
04/16/21	04/30/21	04/30/21
05/01/21	05/15/21	05/14/21
05/16/21	05/31/21	05/28/21
06/01/21	06/15/21	06/15/21
06/16/21	06/30/21	06/30/21
07/01/21	07/15/21	07/15/21
07/16/21	07/31/21	07/30/21
08/01/21	08/15/21	08/13/21
08/16/21	08/31/21	08/31/21
09/01/21	09/15/21	09/15/21
09/16/21	09/30/21	09/30/21
10/01/21	10/15/21	10/15/21
10/16/21	10/31/21	10/29/21
11/01/21	11/15/21	11/15/21
11/16/21	11/30/21	11/30/21
12/01/21	12/15/21	12/15/21
12/16/21	12/31/21	12/30/21

**PAYROLL or TIME OFF QUESTIONS:**

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