



Orion ISO

Intermediary Service Organization
 9400 Golden Valley Road, Golden Valley, MN 55427

www.orioniso.com

1/1/2020-12/31/2020
2020

Semi-monthly Payroll

Month	Payroll Period Start Date	Payroll Period End Date	Timesheet Due Date by 5pm	Pay Date	Late Timesheet Off-Cycle Pay Date
January	1/1/2020	1/15/2020	1/17/2020	1/31/2020	2/4/2020
	1/16/2020	1/31/2020	2/2/2020	2/14/2020	2/18/2020
February	2/1/2020	2/15/2020	2/17/2020	2/28/2020	3/3/2020
	2/16/2020	2/29/2020	3/2/2020	3/13/2020	3/17/2020
March	3/1/2020	3/15/2020	3/17/2020	3/31/2020	4/2/2020
	3/16/2020	3/31/2020	4/2/2020	4/15/2020	4/17/2020
April	4/1/2020	4/15/2020	4/17/2020	4/30/2020	5/4/2020
	4/16/2020	4/30/2020	5/2/2020	5/15/2020	5/19/2020
May	5/1/2020	5/15/2020	5/17/2020	5/29/2020	6/2/2020
	5/16/2020	5/31/2020	6/2/2020	6/15/2020	6/17/2020
June	6/1/2020	6/15/2020	6/17/2020	6/30/2020	7/2/2020
	6/16/2020	6/30/2020	7/2/2020	7/15/2020	7/17/2020
July	7/1/2020	7/15/2020	7/17/2020	7/31/2020	8/4/2020
	7/16/2020	7/31/2020	8/2/2020	8/14/2020	8/18/2020
August	8/1/2020	8/15/2020	8/17/2020	8/31/2020	9/2/2020
	8/16/2020	8/31/2020	9/2/2020	9/15/2020	9/17/2020
September	9/1/2020	9/15/2020	9/17/2020	9/30/2020	10/2/2020
	9/16/2020	9/30/2020	10/2/2020	10/15/2020	10/19/2020
October	10/1/2020	10/15/2020	10/17/2020	10/30/2020	11/3/2020
	10/16/2020	10/31/2020	11/2/2020	11/13/2020	11/17/2020
November	11/1/2020	11/15/2020	11/17/2020	11/30/2020	12/2/2020
	11/16/2020	11/30/2020	12/2/2020	12/15/2020	12/17/2020
December	12/1/2020	12/15/2020	12/17/2020	12/31/2020	to be determined
	12/16/2020	12/31/2020	1/2/2021	1/15/2021	1/19/2021

Timesheets must be received by 5:00pm on the due date to be considered as received ontime and paid ontime. Send timesheets as soon as you work your last shift in a pay period. Timesheets received after 5:00pm on the due date will be processed on the late timesheet off-cycle pay date listed in column F Late timesheets received more than 5 days after the due date, will not process until the next scheduled pay date.

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