

Outsourced Payroll Specialists

Month 1 (6 April - 5 May 2011)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
1	6	7	8	9	10	11	12	14
2	13	14	15	16	17	18	19	15
3	20	21	22	23	24	25	26	16
4	27	28	29	30	1	2	3	17
5	4	5						18

Month 2 (6 May - 5 June 2011)

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

Month 3 (6 June - 5 July 2011)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
9						6	7	22
10	8	9	10	11	12	13	14	23
11	15	16	17	18	19	20	21	24
12	22	23	24	25	26	27	28	25
13	29	30	1	2	3	4	5	26

Month 4 (6 July - 5 August 2011)

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

Month 5 (6 August - 5 September 2011)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
18				6	7	8	9	31
19	10	11	12	13	14	15	16	32
20	17	18	19	20	21	22	23	33
21	24	25	26	27	28	29	30	34
22	31	1	2	3	4	5		35

Month 6 (6 September - 5 October 2011)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
22							6	35
23	7	8	9	10	11	12	13	36
24	14	15	16	17	18	19	20	37
25	21	22	23	24	25	26	27	38
26	28	29	30	1	2	3	4	39
27	5							40

Month 7 (6 October - 5 November 2011)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
27		6	7	8	9	10	11	40
28	12	13	14	15	16	17	18	41
29	19	20	21	22	23	24	25	42
30	26	27	28	29	30	31	1	43
31	2	3	4	5				44

Month 8 (6 November - 5 December 2011)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
31					6	7	8	44
32	9	10	11	12	13	14	15	45
33	16	17	18	19	20	21	22	46
34	23	24	25	26	27	28	29	47
35	30	1	2	3	4	5		48

Month 9 (6 December 2011 - 5 January 2012)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
35							6	48
36	7	8	9	10	11	12	13	49
37	14	15	16	17	18	19	20	50
38	21	22	23	24	25	26	27	51
39	28	29	30	31	1	2		52
40	4	5						1

Month 10 (6 January - 5 February 2012)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
40			6	7	8	9	10	1
41	11	12	13	14	15	16	17	2
42	18	19	20	21	22	23	24	3
43	25	26	27	28	29	30	31	4
44	1	2	3	4	5			5

Month 11 (6 February - 5 March 2012)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
44						6	7	5
45	8	9	10	11	12	13	14	6
46	15	16	17	18	19	20	21	7
47	22	23	24	25	26	27	28	8
48	1	2	3	4	5			9

Month 12 (6 March - 5 April 2012)

Week	Wed	Thu	Fri	Sat	Sun	Mon	Tue	CalWk
48						6	7	9
49	8	9	10	11	12	13	14	10
50	15	16	17	18	19	20	21	11
51	22	23	24	25	26	27	28	12
52	29	30	31	1	2	3	4	13
1	5							13

Key Dates:	Date	Month	Event
	19	Each Month	Deadline for non-electronic remittance of PAYE and NICs to HMRC if less than 250 employees
	22	Each Month	Deadline for electronic payment to reach HMRC (except: 21 April 2011, 20 May 2011, 21 October 2011, 20 January 2012)
	19	May	Deadline for forms P14 and P35 submission to HMRC
	31	May	Deadline for form P60 to employees
	6	July	Deadline for forms P9D, P11D to HMRC & Employee
	19	July	Class 1A NIC remittance to HMRC (non-electronic)
	22	July	Class 1A NIC remittance to HMRC (electronic)
	1	October	New minimum wage rates apply

Bank Holidays:	Date	Month	Bank Holiday
	22	April	Good Friday
	25	April	Easter Monday
	29	April	Royal Wedding
	2	May	Early May Bank Holiday
	30	May	Spring Bank Holiday
	29	August	Summer Bank Holiday
	26	December	Boxing Day
	27	December	Christmas Day Holiday
	2	January 2012	New Year's Day Holiday