

**STAVROS FISCAL INTERMEDIARY SERVICES 2018 PAYROLL SCHEDULE—WEEK 1 (X)**

**WEEK 1 2018**

**FISCAL OFFICE HOLIDAY CLOSING**

- MONDAY, JANUARY 1-NEW YEAR'S DAY
- MONDAY, JANUARY 15-MARTIN LUTHER KING, JR.
- MONDAY, FEBRUARY 19-PRESIDENT'S DAY
- MONDAY, APRIL 16-PATRIOTS' DAY
- MONDAY, MAY 28-MEMORIAL DAY
- WEDNESDAY, JULY 4-INDEPENDENCE DAY
- MONDAY, SEPTEMBER 3-LABOR DAY
- MONDAY, OCTOBER 8-COLUMBUS DAY
- MONDAY, NOVEMBER 12-VETERANS DAY
- THURSDAY & FRIDAY, NOVEMBER 22 & 23  
THANKSGIVING BREAK
- TUESDAY, DECEMBER 25-CHRISTMAS DAY



**MASSHEALTH APPROVED HOLIDAYS**

**NEW YEAR'S DAY, JULY 4TH, THANKSGIVING DAY AND CHRISTMAS DAY**

PAY PERIOD	DATE DUE AT STAVROS
DECEMBER 17-DECEMBER 30, 2017	Monday, JANUARY 1, 2018
DECEMBER 31, 2017-JANUARY 13, 2018	Monday, JANUARY 15, 2018
JANUARY 14-JANUARY 27	Monday, JANUARY 29, 2018
JANUARY 28-FEBRUARY 10	Monday, FEBRUARY 12, 2018
FEBRUARY 11-FEBRUARY 24	Monday, FEBRUARY 26, 2018
FEBRUARY 25-MARCH 10	Monday, MARCH 12, 2018
MARCH 11-MARCH 24	Monday, MARCH 26, 2018
MARCH 25-APRIL 7	Monday, APRIL 9, 2018
APRIL 8-APRIL 21	Monday, APRIL 23, 2018
APRIL 22-MAY 5	Monday, MAY 7, 2018
MAY 6-MAY 19	Monday, MAY 21, 2018
MAY 20-JUNE 2	Monday, JUNE 4, 2018
JUNE 3-JUNE 16	Monday, JUNE 18, 2018
JUNE 17-JUNE 30	Monday, JULY 2, 2018
JULY 1-JULY 14	Monday, JULY 16, 2018
JULY 15-JULY 28	Monday, JULY 30, 2018
JULY 29-AUGUST 11	Monday, AUGUST 13, 2018
AUGUST 12-AUGUST 25	Monday, AUGUST 27, 2018
AUGUST 26-SEPTEMBER 8	Monday, SEPTEMBER 10, 2018
SEPTEMBER 9-SEPTEMBER 22	Monday, SEPTEMBER 24, 2018
SEPTEMBER 23-OCTOBER 6	Monday, OCTOBER 8, 2018
OCTOBER 7-OCTOBER 20	Monday, OCTOBER 22, 2018
OCTOBER 21-NOVEMBER 3	Monday, NOVEMBER 5, 2018
NOVEMBER 4-NOVEMBER 17	Monday, NOVEMBER 19, 2018
NOVEMBER 18-DECEMBER 1	Monday, DECEMBER 3, 2018
DECEMBER 2-DECEMBER 15	Monday, DECEMBER 17, 2018
DECEMBER 16-DECEMBER 29	Monday, DECEMBER 31, 2018
DECEMBER 30, 2018-JANUARY 12, 2019	Monday, JANUARY 14, 2019

**January**

S	M	T	W	T	F	S
	1	2	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	31			

**February**

S	M	T	W	T	F	S
				1	2	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			

**March**

S	M	T	W	T	F	S
				1	2	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	31

**April**

S	M	T	W	T	F	S
1	2	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					

**May**

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			1	2	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	31	

**June**

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					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**July**

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1	2	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	31				

**August**

S	M	T	W	T	F	S
				1	2	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	31

**September**

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**October**

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	1	2	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	31			

**November**

S	M	T	W	T	F	S
				1	2	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	

**December**

S	M	T	W	T	F	S
						1
2	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	31					

TO AVOID DELAY IN PAYMENT, IT'S VERY IMPORTANT THAT YOU **FAX OR MAIL** YOUR TIMESHEETS BY THE DATE **DUE AT STAVROS** OUR FAX NUMBERS ARE (413) 256-3849 OR 1-888-773-4281. OUR ADDRESS IS STAVROS CIL. PO BOX 2130, AMHERST, MA 01004. **DIRECT DEPOSIT IS MANDATORY AS OF 1/1/2017**