



MEMORANDUM

DATE: November 9, 2022

TO: MTC Employees

FROM: Finance Department

RE: 2023 Time Sheet and Payroll Schedule

Period Ending/Timesheet Due Date

December 30, 2022
January 13, 2023
January 27, 2023
February 10, 2023
February 24, 2023
March 10, 2023
March 24, 2023
April 7, 2023
April 21, 2023
May 5, 2023
May 19, 2023
June 2, 2023
June 16, 2023
June 30, 2023
July 14, 2023
July 28, 2023
August 11, 2023
August 25, 2023
September 8, 2023
September 22, 2023
October 6, 2023
October 20, 2023
November 3, 2023
November 17, 2023
December 1, 2023
December 15, 2023

Pay Date

January 6, 2023
January 20, 2023
February 3, 2023
February 17, 2023
March 3, 2023
March 17, 2023
March 31, 2023
April 14, 2023
April 28, 2023
May 12, 2023
May 26, 2023
June 9, 2023
June 23, 2023
July 7, 2023
July 21, 2023
August 4, 2023
August 18, 2023
September 1, 2023
September 15, 2023
September 29, 2023
October 13, 2023
October 27, 2023
November 10, 2023
November 24, 2023
December 8, 2023
December 22, 2023