

Casual staff timesheet submission

Pay period timelines

Claim all days worked within each period before submitting (start date to end date)

Please note the **June pay period** submission deadline and escalation dates have changed due to EOFY processing (see below).

Start date	End date	Submit timesheet on this date	Taxation year	Taxation period	First approval escalation	Second approval escalation	Pay date
17/12/2022	4/01/2023	4/01/2023	2023	14	5/01/2023	6/01/2023	12/01/2023
5/01/2023	18/01/2023	18/01/2023	2023	15	19/01/2023	20/01/2023	26/01/2023
19/01/2023	1/02/2023	1/02/2023	2023	16	2/02/2023	3/02/2023	9/02/2023
2/02/2023	15/02/2023	15/02/2023	2023	17	16/02/2023	17/02/2023	23/02/2023
16/02/2023	1/03/2023	1/03/2023	2023	18	2/03/2023	3/03/2023	9/03/2023
2/03/2023	15/03/2023	15/03/2023	2023	19	16/03/2023	17/03/2023	23/03/2023
16/03/2023	29/03/2023	29/03/2023	2023	20	30/03/2023	31/03/2023	6/04/2023
30/03/2023	12/04/2023	12/04/2023	2023	21	13/04/2023	14/04/2023	20/04/2023
13/04/2023	26/04/2023	26/04/2023	2023	22	27/04/2023	28/04/2023	4/05/2023
27/04/2023	10/05/2023	10/05/2023	2023	23	11/05/2023	12/05/2023	18/05/2023
11/05/2023	24/05/2023	24/05/2023	2023	24	25/05/2023	26/05/2023	1/06/2023
25/05/2023	7/06/2023	7/06/2023	2023	25	8/06/2023	9/06/2023	15/06/2023
8/06/2023	21/06/2023	16/06/2023	2023	26	19/06/2023	20/06/2023	29/06/2023
22/06/2023	5/07/2023	5/07/2023	2024	1	6/07/2023	7/07/2023	13/07/2023
6/07/2023	19/07/2023	19/07/2023	2024	2	20/07/2023	21/07/2023	27/07/2023
20/07/2023	2/08/2023	2/08/2023	2024	3	3/08/2023	4/08/2023	10/08/2023
3/08/2023	16/08/2023	16/08/2023	2024	4	17/08/2023	18/08/2023	24/08/2023
17/08/2023	30/08/2023	30/08/2023	2024	5	31/08/2023	1/09/2023	7/09/2023
31/08/2023	13/09/2023	13/09/2023	2024	6	14/09/2023	15/09/2023	21/09/2023
14/09/2023	27/09/2023	27/09/2023	2024	7	28/09/2023	29/09/2023	5/10/2023
28/09/2023	11/10/2023	11/10/2023	2024	8	12/10/2023	13/10/2023	19/10/2023
12/10/2023	25/10/2023	25/10/2023	2024	9	26/10/2023	27/10/2023	2/11/2023
26/10/2023	8/11/2023	8/11/2023	2024	10	9/11/2023	10/11/2023	16/11/2023
9/11/2023	22/11/2023	22/11/2023	2024	11	23/11/2023	24/11/2023	30/11/2023
23/11/2023	6/12/2023	6/12/2023	2024	12	7/12/2023	8/12/2023	14/12/2023
7/12/2023	20/12/2023	20/12/2023	2024	13	21/12/2023	22/12/2023	28/12/2023
21/12/2023	3/01/2024	3/01/2024	2024	14	4/01/2024	5/01/2024	11/01/2024