

PAY PERIODS - FORTNIGHTLYEmail: timesheet@atcworksmart.com.au

HOURS WORKED		DUE IN OFFICE	PAID
FROM	TO		
30-Dec-18	12-Jan-19	14-Jan-19	17-Jan-19
13-Jan-19	26-Jan-19	28-Jan-19	31-Jan-19
27-Jan-19	9-Feb-19	11-Feb-19	14-Feb-19
10-Feb-19	23-Feb-19	25-Feb-19	28-Feb-19
24-Feb-19	9-Mar-19	11-Mar-19	14-Mar-19
10-Mar-19	23-Mar-19	25-Mar-19	28-Mar-19
24-Mar-19	6-Apr-19	8-Apr-19	11-Apr-19
7-Apr-19	20-Apr-19	22-Apr-19	25-Apr-19
21-Apr-19	4-May-19	6-May-19	9-May-19
5-May-19	18-May-19	20-May-19	23-May-19
19-May-19	1-Jun-19	3-Jun-19	6-Jun-19
2-Jun-19	15-Jun-19	17-Jun-19	20-Jun-19
16-Jun-19	29-Jun-19	1-Jul-19	4-Jul-19
30-Jun-19	13-Jul-19	15-Jul-19	18-Jul-19
14-Jul-19	27-Jul-19	29-Jul-19	1-Aug-19
28-Jul-19	10-Aug-19	12-Aug-19	15-Aug-19
11-Aug-19	24-Aug-19	26-Aug-19	29-Aug-19
25-Aug-19	7-Sep-19	9-Sep-19	12-Sep-19
8-Sep-19	21-Sep-19	23-Sep-19	26-Sep-19
22-Sep-19	5-Oct-19	7-Oct-19	10-Oct-19
6-Oct-19	19-Oct-19	21-Oct-19	24-Oct-19
20-Oct-19	2-Nov-19	4-Nov-19	7-Nov-19
3-Nov-19	16-Nov-19	18-Nov-19	21-Nov-19
17-Nov-19	30-Nov-19	2-Dec-19	5-Dec-19
1-Dec-19	14-Dec-19	16-Dec-19	19-Dec-19
15-Dec-19	28-Dec-19	30-Dec-19	2-Jan-20
29-Dec-19	11-Jan-20	13-Jan-20	16-Jan-20

IMPORTANT NOTES

Signatures - All timesheets must be approved by your supervisor before Monday 2pm in order to be paid.

Pay - Payment may be received in your account either Thursday or Friday depending on your chosen bank.

Late Timesheets - Timesheets submitted in past the due date will not be paid until the following fortnight.

ATC Work Smart

Address: 5 Barker Road, Albany WA 6330 Phone: (08) 6819 5300

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