

Time sheet are due each **MONDAY by NOON.**
Record time in .5 hr increments

Pay Period			
Pay #	Pay Date - FRIDAY	From SUNDAY	Through SATURDAY
1	January 13	December 25	January 07
2	January 27	January 08	January 21
3	February 10	January 22	February 04
4	February 24	February 05	February 18
5	March 10	February 19	March 04
6	March 24	March 05	March 18
7	April 07	March 19	April 01
8	April 21	April 02	April 15
9	May 05	April 16	April 29
10	May 19	April 30	May 13
11	June 02	May 14	May 27
12	June 16	May 28	June 10
13	June 30	June 11	June 24
14	July 14	June 25	July 08
15	July 28	July 09	July 22
16	August 11	July 23	August 05
17	August 25	August 06	August 19
18	September 08	August 20	September 02
19	September 22	September 03	September 16
20	October 06	September 17	September 30
21	October 20	October 01	October 14
22	November 03	October 15	October 28
23	November 17	October 29	November 11
24	December 01	November 12	November 25
25	December 15	November 26	December 09
26	December 29	December 10	December 23

Other information regarding 2023

Time off benefit year: Dec. 25, 2022 through Dec. 23, 2023 (inclusive)

Unused vacation hours will be paid on December 29, 2023.

Retirement Plan Contribution Annual Limit: \$22,500

If age 50 or over*, with \$7,500 catch-up provision: \$30,000

Health Savings Account (HSA) contribution limits:

Under 55	IRS LIMIT	IDS PROVIDED	EMPLOYEE MAX
Single	\$ 3,850	\$ 1,300	\$ 2,550
Family	\$ 7,750	\$ 2,600	\$ 5,150

55 or over*	IRS LIMIT	IDS PROVIDED	EMPLOYEE MAX
Single	\$ 4,850	\$ 1,300	\$ 3,550
Family	\$ 8,750	\$ 2,600	\$ 6,150

**Age by 12/31/2023, inclusive of \$1,000 catch-up provision*