



## 2017 W2 Timesheet Schedule

**ALL W2 CONSULTANTS WILL BE PAID BY THE SEMI-MONTHLY SCHEDULE BELOW**

Period Ending	Time Sheets		Pay Day
	Due	Date	
12/31/16	No later than <b>10:00</b> a.m.	<b>1/4/17</b>	1/6/17
1/15/17	No later than <b>10:00</b> a.m.	<b>1/18/17</b>	1/20/17
1/31/17	No later than <b>10:00</b> a.m.	<b>2/3/17</b>	2/7/17
2/15/17	No later than <b>10:00</b> a.m.	<b>2/17/17</b>	2/22/17
2/28/17	No later than <b>10:00</b> a.m.	<b>3/3/17</b>	3/7/17
3/15/17	No later than <b>10:00</b> a.m.	<b>3/17/17</b>	3/21/17
3/31/17	No later than <b>10:00</b> a.m.	<b>4/5/17</b>	4/7/17
4/15/17	No later than <b>10:00</b> a.m.	<b>4/19/17</b>	4/21/17
4/30/17	No later than <b>10:00</b> a.m.	<b>5/3/17</b>	5/5/17
5/15/17	No later than <b>10:00</b> a.m.	<b>5/17/17</b>	5/19/17
5/31/17	No later than <b>10:00</b> a.m.	<b>6/5/17</b>	6/7/17
6/15/17	No later than <b>10:00</b> a.m.	<b>6/19/17</b>	6/21/17
6/30/17	No later than <b>10:00</b> a.m.	<b>7/5/17</b>	7/7/17
7/15/17	No later than <b>10:00</b> a.m.	<b>7/19/17</b>	7/21/17
7/31/17	No later than <b>10:00</b> a.m.	<b>8/3/17</b>	8/7/17
8/15/17	No later than <b>10:00</b> a.m.	<b>8/17/17</b>	8/21/17
8/31/17	No later than <b>10:00</b> a.m.	<b>9/5/17</b>	9/7/17
9/15/17	No later than <b>10:00</b> a.m.	<b>9/19/17</b>	9/21/17
9/30/17	No later than <b>10:00</b> a.m.	<b>10/4/17</b>	10/6/17
10/15/17	No later than <b>10:00</b> a.m.	<b>10/18/17</b>	10/20/17
10/31/17	No later than <b>10:00</b> a.m.	<b>11/3/17</b>	11/7/17
11/15/17	No later than <b>10:00</b> a.m.	<b>11/17/17</b>	11/21/17
11/30/17	No later than <b>10:00</b> a.m.	<b>12/5/17</b>	12/7/17
12/15/17	No later than <b>10:00</b> a.m.	<b>12/19/17</b>	12/21/17

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**\*\* PAYDAY HAS BEEN DELAYED UNTIL FEBRUARY 22nd DUE TO A FEDERAL HOLIDAY**

**IQN CONSULTANTS :** Enter and submit your hours by 10:00 am every **Monday**

**WAND CONSULTANTS:** Enter and submit your timesheet every **Friday**

**APPLE CONSULTANTS:** Email your hours worked every **Friday** to [timesheets@sisinc.com](mailto:timesheets@sisinc.com)

**ALL OTHER CONSULTANTS:** Contact [timesheets@sisinc.com](mailto:timesheets@sisinc.com) for details on timesheet submission.

**TIMESHEETS RECEIVED AFTER 10:00 a.m. WILL BE PAID THE FOLLOWING PAYDAY**

**Please consider Direct Deposit - email timesheets to sign up!**

**email: [timesheets@sisinc.com](mailto:timesheets@sisinc.com)**  
**fax: (925) 465-7411**