



Pay schedule 2026

4-week Ending	1st Timesheet Deadline 9:30 am (Tuesday)	1st Pay Date (Wednesday)	2nd Timesheet Deadline 9:30 am (Thursday)/2nd Pay Date
11/01/2026	13/01/2026	14/01/2026	15/01/2026
08/02/2026	10/02/2026	11/02/2026	12/02/2026
08/03/2026	10/03/2026	11/03/2026	12/03/2026
05/04/2026	07/04/2026	08/04/2026	09/04/2026
03/05/2026	05/05/2026	06/05/2026	07/05/2026
31/05/2026	02/06/2026	03/06/2026	04/06/2026
28/06/2026	30/06/2026	01/07/2026	02/07/2026
26/07/2026	28/07/2026	29/07/2026	30/07/2026
23/08/2026	25/08/2026	26/08/2026	27/08/2026
20/09/2026	22/09/2026	23/09/2026	24/09/2026
18/10/2026	20/10/2026	21/10/2026	22/10/2026
15/11/2026	17/11/2026	18/11/2026	19/11/2026
13/12/2026	15/12/2026	16/12/2026	17/12/2026

If you have any questions, please contact Anna Reddy at 02 8346 6719 or annar@therecruitmentcompany.com

Payments to contractors are made on the specified pay dates, provided approved timesheets are received no later than Tuesday at 9:30am. Please ensure timesheets are submitted weekly.

If you do NOT work during a week:

For Astute timesheets, select the "I did not work for this period" option.

For Beeline timesheets, enter a comment in the comment field stating you did not work.

For Fieldglass timesheets, submit a timesheet with "zero" hours.

Your first payment will align with the closest scheduled pay date after your contract starts. For example, if your start date is 5th January, the first payment will be made on 14th January, followed by payments every two weeks.

If a pay date falls on a public holiday, payments will be processed on the next working day.