

# Daymark Recovery Services 2023 MONTHLY SCHEDULES HOLIDAY, PAYROLL & ORIENTATION DATES

MONTH	2023 PAF Due Tuesday	2023 Pay Period End Dates	2023 Pay Days	2023 Orientation	2023 Holidays
January	1/17/2023	12/25/2022- 1/21/2023	1/27/2023	1/23-1/25	New Year's Day Mon Jan 2 MLK Birthday Mon Jan 16
February	2/14/2023	1/22/2023- 2/18/2023	2/24/2023	2/20-2/22	
March*	3/21/2023	2/19/2023- 3/25/2023	3/31/2023	3/27-3/29	
April	4/18/2023	03/26/23- 4/22/23	4/28/2023	4/24-4/26	Good Friday Fri April 7
May	5/16/2023	4/23/2023- 5/20/2023	5/26/2023	5/22-5/24	Memorial Day Mon May 29
June	6/20/2023	5/21/2023- 6/24/2023	6/30/2023	6/26-6/28	
July	7/18/2023	6/25/2023- 7/22/2023	7/28/2023	7/24-7/26	Independence Day Tues July 4
August	8/15/2023	7/23/2023- 8/19/2023	8/25/2023	8/21-8/23	
September*	9/19/2023	8/20/2023- 9/23/2023	9/29/2023	9/25-9/27	Labor Day Mon Sep 4
October	10/17/2023	9/24/2023- 10/21/2023	10/27/2023	10/23-10/25	
November	11/13/2023- Early date due to holiday	10/22/2023- 11/18/2023	11/24/2023	11/27-11/29 Off cycle	Veterans Day Friday Nov 10 Thanksgiving Thu/Fri Nov 23-24
December*	12/14/2023- Early date due to holiday	11/19/2023- 12/23/2023	12/29/2023	NONE	Christmas Mon 12/25, Tues 12/26

**NOTE:** Paperwork for New Hires is due the week before the pay period end date.

2023 Christmas Holidays are based on the NC State holiday schedule (except Christmas)

PAF due to HR by 5 p.m. on date indicated. HR must approve and submit to payroll by 5 p.m. next day

\*Denotes 5 week pay period