



2026 Time Sheet Reporting Schedule - BiWeekly Internal

Hours Worked		Time Sheet Submitted	Pay Day
From:	To:	By 12:00 Noon On	
1 12/15/2025	12/28/2025	12/29/2025	1/2/2026
2 12/29/2025	1/11/2026	1/12/2026	1/16/2026
3 1/12/2026	1/25/2026	1/26/2026	1/30/2026
4 1/26/2026	2/8/2026	2/9/2026	2/13/2026
5 2/9/2026	2/22/2026	2/23/2026	2/27/2026
6 2/23/2026	3/8/2026	3/9/2026	3/13/2026
7 3/9/2026	3/22/2026	3/23/2026	3/27/2026
8 3/23/2026	4/5/2026	4/6/2026	4/10/2026
9 4/6/2026	4/19/2026	4/20/2026	4/24/2026
10 4/20/2026	5/3/2026	5/4/2026	5/8/2026
11 5/4/2026	5/17/2026	5/18/2026	5/22/2026
12 5/18/2026	5/31/2026	6/1/2026	6/5/2026
13 6/1/2026	6/14/2026	6/15/2026	6/19/2026
14 6/15/2026	6/28/2026	6/29/2026	7/3/2026
15 6/29/2026	7/12/2026	7/13/2026	7/17/2026
16 7/13/2026	7/26/2026	7/27/2026	7/31/2026
17 7/27/2026	8/9/2026	8/10/2026	8/14/2026
18 8/10/2026	8/23/2026	8/24/2026	8/28/2026
19 8/24/2026	9/6/2026	9/7/2026	9/11/2026
20 9/7/2026	9/20/2026	9/21/2026	9/25/2026
21 9/21/2026	10/4/2026	10/5/2026	10/9/2026
22 10/5/2026	10/18/2026	10/19/2026	10/23/2026
23 10/19/2026	11/1/2026	11/2/2026	11/6/2026
24 11/2/2026	11/15/2026	11/16/2026	11/20/2026
25 11/16/2026	11/29/2026	11/30/2026	12/4/2026
26 11/30/2026	12/13/2026	12/14/2026	12/18/2026
1 12/14/2026	12/27/2026	12/28/2026	1/1/2027
2 12/28/2026	1/10/2027	1/11/2027	1/15/2027

For insurance questions please see:

<https://www.TeamGTN.com>

Payroll questions: Payroll@TeamGTN.com

HR / insurance questions: HR@TeamGTN.com