



TCP Timesheets are due to Payroll Department by 12:00 PM on the due date noted below. Timesheets received after the deadline may be subject to a delay in the processing of any overtime pay, acting pay, etc. until the subsequent pay date.

IMPORTANT NOTE: All forms are due on Monday prior to the timesheet due date at 5:00 PM. Employee transaction forms are due to Human Resources and all other forms (W-4, Mission Square, Direct Deposit, etc.) are due to Payroll Department.

	2026 Biweekly Pay Period			Timesheet	Pay Date
#1	12/14/2025	-	12/27/2025	12/26/2025	01/02/2026
#2	12/28/2025	-	01/10/2026	01/09/2026	01/16/2026
#3	01/11/2026	-	01/24/2026	01/23/2026	01/30/2026
#4	01/25/2026	-	02/07/2026	02/06/2026	02/13/2026
#5	02/08/2026	-	02/21/2026	02/20/2026	02/27/2026
#6	02/22/2026	-	03/07/2026	03/06/2026	03/13/2026
#7	03/08/2026	-	03/21/2026	03/20/2026	03/27/2026
#8	03/22/2026	-	04/04/2026	04/03/2026	04/10/2026
#9	04/05/2026	-	04/18/2026	04/17/2026	04/24/2026
#10	04/19/2026	-	05/02/2026	05/01/2026	05/08/2026
#11	05/03/2026	-	05/16/2026	05/15/2026	05/22/2026
#12	05/17/2026	-	05/30/2026	05/29/2026	06/05/2026
#13	05/31/2026	-	06/13/2026	06/12/2026	06/18/2026
#14	06/14/2026	-	06/27/2026	06/26/2026	07/02/2026
#15	06/28/2026	-	07/11/2026	07/10/2026	07/17/2026
#16	07/12/2026	-	07/25/2026	07/24/2026	07/31/2026
#17	07/26/2026	-	08/08/2026	08/07/2026	08/14/2026
#18	08/09/2026	-	08/22/2026	08/21/2026	08/28/2026
#19	08/23/2026	-	09/05/2026	09/04/2026	09/11/2026
#20	09/06/2026	-	09/19/2026	09/18/2026	09/25/2026
#21	09/20/2026	-	10/03/2026	10/02/2026	10/09/2026
#22	10/04/2026	-	10/17/2026	10/16/2026	10/23/2026
#23	10/18/2026	-	10/31/2026	10/30/2026	11/06/2026
#24	11/01/2026	-	11/14/2026	11/13/2026	11/20/2026
#25	11/15/2026	-	11/28/2026	11/27/2026	12/04/2026
#26	11/29/2026	-	12/12/2026	12/11/2026	12/18/2026
#27	12/13/2026	-	12/26/2026	12/24/2026	12/31/2026