

PAY CYCLES FOR 2018

- A. 1st - 31st (Monthly)
 - B. 1st - 15th & 16th - 31st (Semimonthly)
 - C. 16th - 31st & 1st - 15th (Semimonthly)
 - D. Other (Please explain): _____
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- E. Biweekly Attach pay-period schedule if available
(i.e., January report 12/16/2017 through 1/12/2018)

PLEASE NOTE: The through date must be for the same month as the month represented by the report.

| | Actual Pay Dates | |
|--------------------------|-------------------------|-------|
| January Report: | _____ through _____ | _____ |
| February Report: | _____ through _____ | _____ |
| March Report: | _____ through _____ | _____ |
| April Report: | _____ through _____ | _____ |
| May Report: | _____ through _____ | _____ |
| June Report: | _____ through _____ | _____ |
| July Report: | _____ through _____ | _____ |
| August Report: | _____ through _____ | _____ |
| September Report: | _____ through _____ | _____ |
| October Report: | _____ through _____ | _____ |
| November Report: | _____ through _____ | _____ |
| December Report: | _____ through _____ | _____ |

Comments: _____

Please indicate how your agency pays payroll deduction purchase of service payments to PERS.

Monthly
 Semimonthly
 Biweekly

PERS Agency Number

Agency Liaison Officer Signature
or Authorized Representative

Agency Name