switchpoint ™

2024 TIMECARD DEADLINES – Southern Utah

https://www.opentimeclock.com/t1/index.html

Pay periods are Every 2-Weeks (Sunday – Saturday)

Pay Days are typically every other Thursday (depending on holidays)

- Log into Time Clock and Verify your Hours **BEFORE** Timecards are Due!
- Notify your Manager if there are any Errors.
- Managers will check Timecards each SUNDAY and adjust if/as needed.

REMINDER: Set up your account with workforce.intuit.com to view your paystubs and accrued PTO online.

PAY PERIOD	APPROVE by 8:00 am	PAY DAY
Dec 17 – Dec 30	December 31, 2023	January 4, 2024
Dec 31 – Jan 13	January 14, 2024	January 18, 2024
Jan 14 – Jan 27	January 28, 2024	February 1, 2024
Jan 28 – Feb 10	February 11, 2024	February 15, 2024
Feb 11 – Feb 24	February 25, 2024	February 29, 2024
Feb 25 – Mar 9	March 10, 2024	March 14, 2024
Mar 10 – Mar 23	March 24, 2024	March 28, 2024
Mar 24 – Apr 6	April 7, 2024	April 11, 2024
Apr 7 – Apr 20	April 21, 2024	April 25, 2024
Apr 21 – May 4	May 5, 2024	May 9, 2024
May 5 – May 18	May 19, 2024	May 23, 2024
May 19 – Jun 1	June 2, 2024	June 6, 2024
Jun 2 – Jun 15	June 16, 2024	June 20, 2024
Jun 16 – Jun 29	June 30, 2024	July 3, 2024
Jun 30 – Jul 13	July 14, 2024	July 18, 2024
Jul 14 – Jul 27	July 28, 2024	August 1, 2024
Jul 28 – Aug 10	August 11, 2024	August 15, 2024
Aug 11 – Aug 24	August 25, 2024	August 29, 2024
Aug 25 – Sep 7	September 8, 2024	September 12, 2024
Sep 8 – Sep 21	September 22, 2024	September 26, 2024
Sep 22 – Oct 5	October 6, 2024	October 10, 2024
Oct 6 – Oct 19	October 20, 2024	October 24, 2024
Oct 20 – Nov 2	November 3, 2024	November 7, 2024
Nov 3 – Nov 16	November 17, 2024	November 21, 2024
Nov 17 – Nov 30	December 1, 2024	December 5, 2024
Dec 1 – Dec 14	December 15, 2024	December 19, 2024
Dec 15 – Dec 28	December 29, 2024	January 2, 2024
Dec 29 – Jan 11	January 12, 2025	January 16, 2025