JONATHAN LEE CONTRACTS LIMITED
PAY AS YOU EARN (PAYE) / LIMITED COMPANY
WEEKLY PAYMENT SCHEDULE 2012

No of wks	Week No's Start	Week No's Finish	Timesheets due no later than Tuesday Midday	Payment Friday	No of wks	Week No's Start	Week No's Finish	Timesheets due no later than Tuesday Midday	Payment Friday
51	19.12.11	25.12.11	29.12.11(Thurs)	06.01.12	27	02.07.12	08.07.12	10.07.12	13.07.12
52	26.12.11	01.01.12	03.01.12	10.01.12 (Tues)	28	09.07.12	15.07.12	17.07.12	20.07.12
1	02.01.12	08.01.12	10.01.12	13.01.12	29	16.07.12	22.07.12	24.07.12	27.07.12
2	09.01.12	15.01.12	17.01.12	20.01.12	30	23.07.12	29.07.12	31.07.12	03.08.12
3	16.01.12	22.01.12	24.01.12	27.01.12	31	30.07.12	05.08.12	07.08.12	10.08.12
4	23.01.12	29.01.12	31.01.12	03.02.12	32	06.08.12	12.08.12	14.08.12	17.08.12
5	30.01.12	05.02.12	07.02.12	10.02.12	33	13.08.12	19.08.12	21.08.12	24.08.12
6	06.02.12	12.02.12	14.02.12	17.02.12	34	20.08.12	26.08.12	28.08.12	03.09.12 (Mon)
7	13.02.12	19.02.12	21.02.12	24.02.12	35	27.08.12	02.09.12	04.09.12	07.09.12
8	20.02.12	26.02.12	28.02.12	02.03.12	36	03.09.12	09.09.12	11.09.12	14.09.12
9	27.02.12	04.03.12	06.03.12	09.03.12	37	10.09.12	16.09.12	18.09.12	21.09.12
10	05.03.12	11.03.12	13.03.12	16.03.12	38	17.09.12	23.09.12	25.09.12	28.09.12
11	12.03.12	18.03.12	20.03.12	23.03.12	39	24.09.12	30.09.12	02.10.12	05.10.12
12	19.03.12	25.03.12	27.03.12	30.03.12	40	01.10.12	07.10.12	09.10.12	12.10.12
13	26.03.12	01.04.12	03.04.12	10.04.12 (Tues)	41	08.10.12	14.10.12	16.10.12	19.10.12
14	02.04.12	08.04.12	10.04.12	16.04.12 (Mon)	42	15.10.12	21.10.12	23.10.12	26.10.12
15	09.04.12	15.04.12	17.04.12	20.04.12	43	22.10.12	28.10.12	30.10.12	02.11.12
16	16.04.12	22.04.12	24.04.12	27.04.12	44	29.10.12	04.11.12	06.11.12	09.11.12
17	23.04.12	29.04.12	01.05.12	04.05.12	45	05.11.12	11.11.12	13.11.12	16.11.12
18	30.04.12	06.05.12	08.05.12	14.05.12 (Mon)	46	12.11.12	18.11.12	20.11.12	23.11.12
19	07.05.12	13.05.12	15.05.12	18.05.12	47	19.11.12	25.11.12	27.11.12	30.11.12
20	14.05.12	20.05.12	22.05.12	25.05.12	48	26.11.12	02.12.12	04.12.12	07.12.12
21	21.05.12	27.05.12	29.05.12	01.06.12	49	03.12.12	09.12.12	11.12.12	14.12.12
22	28.05.12	03.06.12	06.06.12 (Wed)	12.06.12 (Tues)	50	10.12.12	16.12.12	18.12.12	21.12.12
23	04.06.12	10.06.12	12.06.12	15.06.12	51	17.12.12	23.12.12	01.01.13	07.01.13 (Mon)
24	11.06.12	17.06.12	19.06.12	22.06.12	52	24.12.12	30.12.12	01.01.13	08.01.13 (Tues)
25	18.06.12	24.06.12	26.06.12	29.06.12	1	31.12.12	06.01.13	08.01.13	11.01.13
26	25.06.12	01.07.12	03.07.12	06.07.12	2	07.01.13	13.01.13	15.01.13	18.01.13

IMPORTANT INFORMATION – Please read carefully

- Please note highlighted dates reflect Bank Holiday periods.
- Please ensure:- All timesheets are authorised by the Client.
- Please ensure:- All timesheets & invoices are received by **MIDDAY** on the date allocated for that period.
- Late or inaccurate timesheets / invoices will **DELAY PAYMENT**.

For Limited Companies please ensure you state the following details on your invoice:-

- Your Limited Company Registration Number
- Your VAT Registration Number (if applicable)
- Your Limited Company Name & Address
- Your Invoice Number
- Our Company Name & Address: - Jonathan Lee Contracts Limited, The Maltings, Mount Road, Stourbridge, West Midlands DY8 1HZ

£300

Referral Scheme for Jonathan Lee Contracts Limited

Jonathan Lee Contracts recognises the value placed on our contractor network and therefore would like to offer a referral payment to you of £300 for each person you refer to us that we then go on to successfully place, on assignment through JLCL. * Conditions apply. For full details visit www.jonlee.co.uk/contracts

Contractor Support visit:- www.jonlee.co.uk/contracts

Your welfare is at the forefront of our service at Jonathan Lee Contracts Limited. This page is designed to give you access to all information and documentation you may need throughout your time with us. Should you not be able to find what you need on this page, please contact **Free Phone 0800 389 5411**

FREE PHONE	TIMESHEET FAX	EMAIL	WEB
0800 389 5411	01384 441782	welfare@jonlee.co.uk	www.jonlee.co.uk/contracts

REC Member

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