

Payment Schedule 2024
Schedule for 2 Weekly-Paid Contractors



Date From	Date To	Deadline	Payment Date
27 November 2023	10 December 2023	12 December 2023	15 December 2023
11 December 2023	24 December 2023	26 December 2023	5 January 2024*
25 December 2023	7 January 2024	9 January 2024	12 January 2024
8 January 2024	21 January 2024	23 January 2024	26 January 2024
22 January 2024	4 February 2024	6 February 2024	9 February 2024
5 February 2024	18 February 2024	20 February 2024	23 February 2024
19 February 2024	3 March 2024	5 March 2024	8 March 2024
4 March 2024	17 March 2024	19 March 2024	22 March 2024
18 March 2024	31 March 2024	2 April 2024	5 April 2024
1 April 2024	14 April 2024	16 April 2024	19 April 2024
15 April 2024	28 April 2024	30 April 2024	3 May 2024
29 April 2024	12 May 2024	14 May 2024	17 May 2024
13 May 2024	26 May 2024	28 May 2024	31 May 2024
27 May 2024	9 June 2024	11 June 2024	14 June 2024
10 June 2024	23 June 2024	25 June 2024	28 June 2024

Date From	Date To	Deadline	Payment Date
24 June 2024	7 July 2024	9 July 2024	12 July 2024
8 July 2024	21 July 2024	23 July 2024	26 July 2024
22 July 2024	4 August 2024	6 August 2024	9 August 2024
5 August 2024	18 August 2024	20 August 2024	23 August 2024
19 August 2024	1 September 2024	3 September 2024	6 September 2024
2 September 2024	15 September 2024	17 September 2024	20 September 2024
16 September 2024	29 September 2024	1 October 2024	4 October 2024
30 September 2024	13 October 2024	15 October 2024	18 October 2024
14 October 2024	27 October 2024	29 October 2024	1 November 2024
28 October 2024	10 November 2024	12 November 2024	15 November 2024
11 November 2024	24 November 2024	26 November 2024	29 November 2024
25 November 2024	8 December 2024	10 December 2024	13 December 2024
9 December 2024	22 December 2024	24 December 2024	6 January 2025
23 December 2024	5 January 2025	7 January 2025	10 January 2025*

*Due to banking closures

THE FOLLOWING INFORMATION IS IMPORTANT. PLEASE ENSURE:

All timesheets are authorised by the Client
 All timesheets are received by MIDDAY on the Tuesday deadline
 All invoices to be received by MIDDAY Wednesday
 NB Late or inaccurate timesheets / invoices will DELAY PAYMENT

Tel: 01384 397555
jonlee.co.uk/contractors

PLEASE ENSURE YOU INCLUDE ON YOUR INVOICE:

Your Limited Company Name & Address
 Your Limited Company Registration Number
 Your Invoice Number & the Invoice date
 Your VAT Registration Number (if applicable)

Our Company Name & Address - Jonathan Lee Design Services Limited,
 The Maltings, Mount Road, Stourbridge, West Midlands, DY8 1HZ